



City of Thunder Bay Appeals Tribunal Meeting Agenda

Monday, March 9, 2026, 11:00 a.m.

Martin Room - 3rd Floor, City Hall

Pages

1. **City of Thunder Bay Appeals Tribunal 01-2026**

Chair: TBD

Please note that external documents contained within this agenda may not be fully accessible. To obtain an accessible version of this agenda, please contact the Office of the City Clerk at 625-2230 extension 9.

2. **Members**

Jennifer Fenton
Andrew Garro
Sarah Hamlin
Shaun Kennedy
Andreas Petersen

3. **Officials**

Jeff Walters, Deputy City Clerk & Secretary to the Appeals Tribunal
Lori Wiitala, Committee Clerk & Legislative Specialist
Representative from Licensing & Enforcement

4. **Guests**

Frank Greco - property owner, 535 McTavish Street
Kathleen Isabel Comba - property owner, 377 Egan Street
Ashley Warren - property owner, 527 McIntosh Street
Monique Duggan - property owner, 122 Pruden Street

5. **Disclosures of Interest**

6. **Agenda**

6.1 **Appeal to the Property Standards Order of 535 McTavish Street**

Correspondence received on December 17, 2025 from Frank Greco relative to 535 McTavish Street.

3 - 22

Copy of City of Thunder Bay Property Standards Orders (main building and accessory building) issued on November 28, 2025, by Municipal

Enforcement Officer Jolene Wiwcharyk.

- 6.2 Appeal to the Property Standards Order for 377 Egan Street** 23 - 50
Correspondence received on February 10, 2026 from Kathleen Isabel Comba relative to 377 Egan Street.

Copy of City of Thunder Bay Property Standards Orders (main building and accessory building) issued on January 21, 2026, by Municipal Enforcement Officer Matthew Mickleburgh.

- 6.3 Appeal to the Property Standards Order for 527 McIntosh Street** 51 - 80
Correspondence received on February 11, 2026 from Ashley Warren relative to 527 McIntosh Street.

Copy of City of Thunder Bay Property Standards Orders (main building and accessory building) issued on January 21, 2026, by Municipal Enforcement Officer Matthew Mickleburgh.

- 6.4 Appeal to the Property Standards Order for 122 Pruden Street** 81 - 113
Correspondence received on February 20, 2026 from Monique Duggan relative to 122 Pruden Street.

Copy of City of Thunder Bay Property Standards Orders (main building and accessory building) issued on February 4, 2026, by Municipal Enforcement Officer Matthew Mickleburgh.

7. Adjournment

To : Secretary, Property Standards
Committee
City Hall
500 Donald St E.
Thunder Bay, ON, P7E 5V3



Re: EF 23-302308
535 McTavish St.
Thunder Bay, ON
P7C 1P3

From Franc Greco
2550 15th Side Road
Thunder Bay, ON
P7J 1E5
807 472 8642
Frankgreco68@gmail.com

Dear Sir/Madam :

Regarding the property of 535 McTavish, Thunder Bay.
I just purchased and closed the sale on Aug 20/25
Apparently the house remained in vacant for many
years from the previous owner.

I just returned back to Thunder Bay from
Ottawa Heart Institute Hospital. I just received
the forms beginning of Dec/25.
My Adult Special Needs Son who has ~~Autism~~ Autism
and Down Syndrome needed heart surgery.

My son Amore needs 24 hours care and support
for the rest of his life. I help Amore each day
for hours and hours. with full care and support.
I do not have help or supports from nobody.

(1)
I purchased the house most recently as a project to do the repairs. I am one person with limited hours in the day as most of my time goes towards my son's complete care.

I cannot complete these repairs in this deadline. The house has been like this in years.

It's complete winter and all the repairs are exterior repairs. The weather - winter is impossible and dangerous and the safety involved.

The repairs involved are for starting summer time.

I will start early summer and make my way through the list to complete the repairs throughout the year of 2026. The funds are limited.

Going out of town especially to Toronto hospitals always for my son. My time is limited. The mental stress and emotional takes a lot out of me.

I need time, build some money and I will start early summer.

To put extra stress, fine me, bring me to courts to explain this to the judge with fines and deadlines would cause financial hardship, massive stress and not realistic goals, and all these deadlines not able to reach.

Let me start the repairs early summer. It's all exterior work.

I can call By-Law Inspector for each Task completely to show the workmanship completed.

I can show the work is being done for each item.

This gives Positiveness for both Parties Involved Thinking Positive. Tasks completed and the House getting Done

Please work with Me with willingness and Positiveness. Plus I am Now the New Owner and willingness to get Done.

This is All very Hard Work and Needs Time to Complete especially I have a son, that, needs Lots of Help and Care.

Please provide the By-Law Inspector contact information numbers, Email, Name therefore I ^{can} make contact, please.

Please Get Back to Me. Calling and Email is the Best

Thank You

Frank Greco

Dec 17/2025

807 472 8642

Frankgreco68@gmail.com.

Take Care.



**CORPORATE SERVICES
MUNICIPAL ENFORCEMENT SERVICES**
882 Alloy Place
Thunder Bay, Ontario, P7B 6E6
Tel: (807) 577-MLEO (6536)

**PROPERTY STANDARDS
ORDER**

**Issued pursuant to section 15.2(2) of
The Building Code Act, S.O. 1992, Chapter C23, as amended**

RE: Occurrence Number # EF: 23-302308

**To: Francesco GRECO
Address: 2550 15th Side Rd
Thunder Bay, Ontario, P7J 1E5**

**Order Address: 535 McTavish Street,
Thunder Bay, Ontario, P7C 1P3
Legal Description: PLAN 54 BLK 50 Lot 38**

A Property Standards Officer had inspected the above-described property.

The inspection revealed that in some respects the property does not conform to the standards prescribed by the City of Thunder Bay Municipal Standards for Property By-Law BL 95/2022.

IT IS ORDERED THAT the repairs necessary to correct the defects set out in Schedule 'A' be carried out and the property brought to a condition of compliance with the prescribed standards or clear the land of all offending structures and materials/defects and leave site in a graded and level condition, on or before **30 January 2026. (COMPLIANCE DATE)**

YOU ARE ADVISED THAT if you are not satisfied with the terms or conditions of the Order you may appeal to the Property Standards Committee by sending a Notice of Appeal by Registered Mail to, and to be received by:

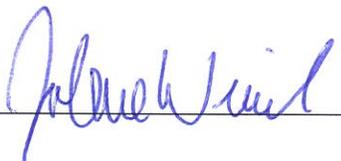
**Secretary, Property Standards Committee
City Hall
500 Donald St E
Thunder Bay, Ontario, P7E 5V3**

On or before **17 December 2025. (APPEAL DEADLINE DATE)**

If no appeal is submitted, within the above-prescribed period, the Order shall be deemed to be confirmed and shall be final and binding upon you, requiring you to comply with its Terms within the time and in the manner specified in the Order.

Where it has been determined that the necessary repairs or demolition has not been completed in accordance with this Order, as confirmed or modified, in addition to any possible court action, the municipality may cause the property to be repaired or demolished.

The costs of such action shall be deemed a lien, on the land with priority lien status and may be collected in the same manner as municipal real property taxes, as set out in Section 1 of the Municipal Act, S.O. 2001, c.25, as amended.



Jolene Wiwcharyk #406
C.P.S.O & M.L.E.O
Property Standards Enforcement

Order Issued: November 28, 2025

City of Thunder Bay
882 Alloy Place,
Thunder Bay, Ontario P7B 6E6
Phone: (807) 577-MLEO (6536)

SCHEDULE "A"

LINE ITEMS – DEFICIENCIES

As per Property Standards Order issued by MLEO Jolene Wiwcharyk

#406, on the 28th of November 2025, EF 23-302308

To: Francesco GRECO
Address: 2550 15th Side Rd
Thunder Bay, Ontario, P7J 1E5

Order Address: 535 McTavish Street,
Thunder Bay, Ontario, P7C 1P3
Legal Description: PLAN 54 BLK 50 Lot 38

ITEM	SECTION	LOCATION	REQUIREMENTS (Summary)
1	22. EXTERIOR WALLS, SURFACES, CLADDING AND MASONRY	Location of Deficiency front (east) and rear (west) exterior surfaces Assistive Digital Image(s) Attached	All exterior walls and surfaces of every building shall be sound, plumb, weather tight, free from holes, loose or unsecured objects, maintained in good repair and all exterior surfaces that have previously been covered with paint, or other protective or decorative materials shall be maintained in good repair and the covering renewed when it becomes damaged or deteriorated.
REQUIRED REPAIR/REMEDY			
<p>Namely: The front (east) and rear (west) exterior surfaces of the dwelling are in disrepair with deteriorated, damaged or missing paint and contains a section at the front exterior with no protectant covering. The paint/protectant around the windows and doors of the dwelling have become worn/deteriorated. The front exterior of the dwelling contains a section of cladding without any paint or preservative covering added. The cladding located at the rear exterior wall contains missing/damaged sections including damaged/missing cladding at the corners of the dwelling. Repair/replace any damaged cladding and renew any previously covered surfaces with paint and/or add protective materials as required on the dwelling and maintain in good repair.</p>			

*This document in an alternative format is available upon request.

ITEM	SECTION	LOCATION	REQUIREMENTS (Summary)
2	23. DOORS, WINDOWS, CELLARS, HATCHWAYS	Location of Deficiency front (east) and rear (west) exterior Assistive Digital Image(s) Attached	Windows, exterior doors, and frames shall be maintained in good working order, good repair, in a safe condition, and shall be of such construction so as to prevent the entrance of wind, snow, or rain into the building and to minimize heat loss through infiltration.
REQUIRED REPAIR//REMEDY			
<p>Namely: The front porched-in area windows of the dwelling are covered with multiple plywood boards. There is a front (east) basement window that is covered with plywood. Located at the rear (west) exterior is a broken window. Repair or replace any broken/cracked or missing windows on the dwelling. Maintain all exterior windows and doors in good working order, good repair and in a Safe Condition.</p>			

ITEM	SECTION	LOCATION	REQUIREMENTS (Summary)
3	26. ROOF STRUCTURES	Location of Deficiency dwelling roof Assistive Digital Images Attached	Every roof, and all of its components shall be maintained in good repair and in a Safe Condition. Maintain the roof in water-tight condition so as to prevent leakage into the dwelling.
REQUIRED REPAIR//REMEDY			
<p>Namely: The roof and its components (soffit, fascia) on the dwelling are in disrepair and contain worn/damaged missing shingles. The south eaves of the dwelling (soffit, fascia) contain openings due to deteriorated/rotted and missing wood pieces. The eaves at the (west) exterior of the dwelling are damaged and contain pieces of deteriorated/rotted wood and missing fascia boards. Repair/replace any damaged or missing sections of the roof and maintain the roof in good condition, in a Safe condition, as well as in a watertight condition to prevent leakage of water into the dwelling.</p>			

ITEM	SECTION	LOCATION	REQUIREMENTS (Summary)
4	35. STAIRS-HANDRAILS-GUARDS	Location of Deficiency front (east) and rear (west) exterior dwelling Assistive Digital Image(s) Attached	All exterior stairs shall be maintained so as to be free of holes, cracks, and other defects which constitutes Hazards. Handrails shall be installed in accordance with the Code and on all exterior stairs that have more than 3 risers. All stairs and shall be free of defects and maintained in good repair.
REQUIRED REPAIR//REMEDY			
<p>Namely: The front (east) and the rear (west) stairs into the dwelling are in disrepair (contains damaged/rotted or missing wood pieces of the stairs (risers, treads and guards). Replace/Repair the exterior stairs at the front and rear of the dwelling, so as to be free from holes, cracks, and other defects which constitute Hazards.</p>			

ITEM	SECTION	LOCATION	REQUIREMENTS (Summary)
5	49. PEST CONTROL	Location of Deficiency south exterior of dwelling Assistive Digital Images Attached	Every property shall be maintained so as to be free from vermin and conditions that may promote an infestation.
REQUIRED REPAIR//REMEDY			
<p>Namely: The south exterior eaves (soffit, fascia) of the dwelling contain openings that allows conditions for vermin (pigeons) to infest. The rear exterior eaves (west) of the dwelling is missing fascia and allows vermin to infest. Repair any openings on the dwelling and maintain the dwelling to ensure that may promote conditions that allow for an infestation to occur.</p>			

ITEM	SECTION	LOCATION	REQUIREMENTS (Summary)
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6	55. GENERAL PROVISIONS RELATING TO VACANT BUILDINGS	Entire property	The owner of a vacant Building, in addition to any requirements of any other By-law of the City, shall keep all Buildings on the land clear of debris, maintain the Building to prevent against Unsafe Conditions; the owner shall keep the windows, doors, or any other openings to the building secured to prevent authorized enter; and maintain any entrances to the building in good repair so as to provide for safe access for any authorized person attending the property.
REQUIRED REPAIR//REMEDY			
<p>Namely: Keep all Buildings on the land clear of debris; maintain the dwelling to prevent against Unsafe Conditions or risk of fire or accidents; keep the windows, doors, or any other openings to the dwelling secured to prevent unauthorized entry; maintain any entrances to the dwelling in good repair so as to provide for safe access for any authorized person attending the property.</p>			

SCHEDULE "B"

ASSISTIVE EXAMPLE DIGITAL IMAGE(S)

As per Property Standards Order issued by MLEO Jolene Wiwcharyk

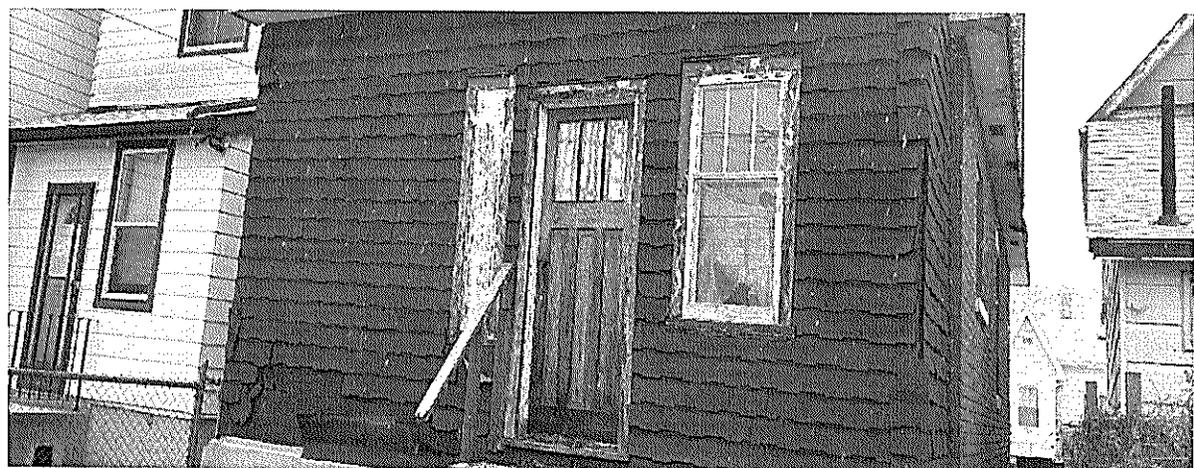
#406, on the 28th of November 2025, EF:23-302308

The item(s) listed herein from Schedule A are in violation of the City of Thunder Bay Municipal Standards for Property By-Law 95/2022 and Assistive Digital Image(s) is/are included to assist in identifying deficiencies to be remedied:

Subject Property: 535 McTavish Street, Thunder Bay, Ontario, P7C 1P3
Item 1. Section 22. EXTERIOR WALLS, SURFACES, CLADDING AND MASONRY



**Subject Property: 535 McTavish Street, Thunder Bay, Ontario, P7C 1P3
Item 2. Section 23. DOORS-WINDOWS-CELLARS-HATCHWAYS**



Subject Property: 535 McTavish Street, Thunder Bay, Ontario, P7C 1P3
Item 3. Section 26. ROOF STRUCTURES



Subject Property: 535 McTavish Street, Thunder Bay, Ontario, P7C 1P3
Item 4. Section 35. STAIRS-HANDRAILS-GUARDS



*This document in an alternative format is available upon request.

Subject Property: 535 McTavish Street, Thunder Bay, Ontario, P7C 1P3
Item 5. Section 49. PEST CONTROL



SCHEDULE "C"

As per Property Standards Order issued by MLEO Jolene Wiwcharyk
#406, on the 28th of November 2025, EF:23-302308

IMPORTANT: Additional Information to Property Standards ORDER
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To: Francesco GRECO
Address: 2550 15th Side Rd
Thunder Bay, Ontario, P7J 1E5

Order Address: 535 McTavish Street,
Thunder Bay, Ontario, P7C 1P3
Legal Description: PLAN 54 BLK 50 Lot 38

Demolition- Where remedy not effected

Should you decide, for whatever reason(s), that you do not wish to make the required repairs/remedies as required by the Order, you are ordered to clear the land of all structures and materials/defects and leave in a graded and level condition. A demolition permit must be obtained, and the site cleared.

If you chose not to remedy the defects of the offending structure, demolition actions must be completed by the **COMPLIANCE DATE**.

DIGITAL IMAGES: *Assistive Example Digital Image(s) in Schedule 'B'- Cautionary Note

*The "Defect Example Digital Image(s)", listed in Schedule "B", are meant to represent an example of the defect type specified in the "Item" and may wholly or only partially represent all of the actual defect(s) that need to be remedied.

This means that other similar defects may be required to be remedied that do not appear in any specific digital image(s) supplied and not every defect type may be represented by an Assistive Digital Image Example.

Clarification from the issuing Officer should be made where you are unclear of repair/remedy required for any particular defect.

Appeal Date/Time

Where you have properly filed an Appeal to an Order, the Secretary of the Property Standards Committee will arrange to convene the Committee at its earliest availability to hear your appeal; you will receive a Notice of the date, time and location for you to attend. If you fail to attend, the Committee may rule on your case without receiving any evidence from you. If you are unable to attend your hearing date, you should advise the Secretary

of the Committee one week prior to the hearing date, to allow members, staff and other witnesses, proper notice.

Note: there is not an obligation for the Committee to reschedule, so the reason for rescheduling should be properly communicated to the Committee Secretary. The Committee will only schedule a Hearing once an Appeal is received, and a date is for such Appeal is confirmed with the Committee.

Appeal- Property Standards Committee

Appeals are heard (first level) in front of the Property Standards Committee, a quasi-judicial body that operates under the Provinces' Statutory Powers and Procedures Act. The process operates very similar to a Provincial Court or "Hearings" process where evidence is taken under oath, witnesses may be called, and evidence presented by each "side" and cross-examinations are permitted to allow the Committee to render an informed decision.

Appeal- Decision Limits- Property Standards Committee

The Property Standards Committee is empowered to do only three (3) things based on facts alone (they cannot rule on circumstance i.e., financial hardship, medical or personal issues, etc.):

- i) **Confirm the ORDER;** as legal and binding in present form, in all requirements and you must comply with original order.
- ii) **Modify the ORDER;** to confirm as legal and binding but to add/modify/remove specific repairs/remedies to be undertaken as to their completion and/or to the timeframes required to complete; and you must comply with modified Order.
- iii) **Rescind the ORDER;** the Committee does have the power to rescind the ORDER (based on facts only) and this would defer complying with the ORDER until either party exhausted the Appeal Process and may result in the ORDER being quashed and of no force or effect on you or reinstated and binding.

Appeal- of Committee Decision- Either Party- Superior Court

Where a decision has been rendered by the Property Standards Committee (Confirm, Modify, or Rescind) either party (i.e., Property Owner or Municipality) is entitled to only one additional Appeal. Where either party is not satisfied with the decision of the Property Standards Committee, an Appeal may be made to the Ontario Superior Court of Justice, where a Judge of that court shall hear the case.

Such Appeals (to Superior Court) can only be initiated through a formal process, established by the courts, and generally (not exclusively) require the aid of legal representation in the form of a lawyer to prepare and argue the merits of the Appeal.

Note: This level of Appeal is almost exclusively transcript-based, and reviews the facts already entered into evidence at the Property Standards Appeal Committee proceeding: new evidence is not generally permitted, except to remedy misleading evidence that concerns the overall outcome of the decision.

Your Right to Appeal- Appeal Decision Limitations: Superior Court Judge

The Judge of the Superior Court has the same powers and authority of the Property Standards Committee and is limited to the same three (3) decisions as the Property Standards Committee (See Appeal Decision Limits- Property Standards Committee).

End- Appeal Process

The decision of the Superior Court Judge is final and binding and not subject to any further levels of Appeal to any Canadian Court.

Should you wish to discuss any of the above information, or the terms of complying with the attached Property Standards Order, please do not hesitate to contact the undersigned at any time. Please remember that if you chose to file an Appeal, it must be done in writing to the Secretary of the Property Standards Committee; it cannot be done by calling the undersigned and must be sent Registered Mail and received via registered mail by the **Appeal Deadline Date**.

Re-inspection will be made after the **COMPLIANCE DATE**. For any inquiries, please contact the undersigned at (807) 577-MLEO (6536). If there is no answer, please provide your **FULL NAME** and the **FULL PROPERTY ADDRESS** the **ORDER** is regarding.

You may wish to obtain independent legal advice before you make any decisions; that is your right, but seeking such advice will not alter the **APPEAL DEADLINE DATE** or **COMPLIANCE DATE**.

SCHEDULE "D"

CITY OF THUNDER BAY MUNICIPAL STANDARDS FOR PROPERTY BY-LAW BL 95/2022 SECTIONS AND WORDINGS

As per Property Standards Order issued by MLEO Jolene Wiwcharyk

#406, on the 28th of November 2025, EF:23-302308

To: Francesco GRECO
Address: 2550 15th Side Rd
Thunder Bay, Ontario, P7J 1E5

Order Address: 535 McTavish Street,
Thunder Bay, Ontario, P7C 1P3
Legal Description: PLAN 54 BLK 50 Lot 38

Line Items- Deficiencies Listed in Schedule "A" of this order align with the following sections of the City of Thunder Bay Municipals Standards for Property By-Law 95/2022:

3. DEFINITIONS

i) **"Code"** means a regulation of the Province of Ontario known:

- i. With respect to matters relating to building, as the Building Code;
- ii. with respect to matters relating to electricity, as the Electrical Safety Code;
- iii) with respect to matters relating to fire, as the Fire Code; and
- iv) with respect to matters relating to plumbing, as the Building Code;
- v. with respect to matters relating to elevating devices, as the Technical Standards and Safety Act, 2000.

t) **"Guard"** means a balustrade or protective barrier installed around openings in floor areas or on the open sides of a stairway, a landing, a balcony, a mezzanine, a gallery, a raised walkway, and other locations as required to prevent accidental falls from one level to another. Such barriers may or may not have openings through them;

v) **"Hazard"** means Lands, Buildings, structures, or materials that are in an Unsafe Condition, or is a source or a situation, with the potential for harm in terms of human injury or ill-health, damage to property, damage to the environment, risk of fire, or a combination of these and includes unsafe containers which have a closing or locking mechanism such that something or someone inside could be trapped and unable to be released without external assistance.

qq) **"Vermin"** means mammals, birds, or insects injurious to humans, physical property, game, livestock, or crops. Examples include but are not limited to: skunks, rats, termites, poisonous insects or reptiles, moths, and mice;

ii) **"Safe Condition"** means a condition that does not pose or constitute an undue or unreasonable hazard or risk to life, limb, or health of any person on or about the property, and includes a structurally sound condition;

mm) **"Unsafe Condition"** is a descriptive phase for Land, Building, structures or material, that are in a condition or state of repair that causes a hazard to life, limb or health of any person authorized or expected to be on or near the Land in question.

oo) “**Vacant Building**” means a building that is partially or entirely vacant and includes a building that is partially or entirely vacant and occupied by unauthorized persons;

4. GENERAL

- a) No person, being the owner or occupant of a property, shall fail to repair and maintain the property in conformity with the standards set out in this By-law.
- b) No person, being the owner or occupant of a property, shall fail to repair and maintain the property in conformity with any safety standards required by a Code, when such provision(s) provide for the protection of persons in relation to the use of the property, regardless whether that standard is specifically set out in this By-law or not.
- c) The owner of any property which does not conform to the standards in this By-law shall repair and maintain the property to conform to the standards or shall clear the property of all buildings, structures, garbage, rubbish, waste, or accumulations of such materials that prevent access to or exit from the property in the case of emergency, or other safety or health hazard, and shall leave the property in a graded and leveled condition.
- d) The owner of any property that has not complied with a confirmed order that seeks to remedy any Unsafe Condition shall not occupy or permit the occupancy of the property until such time as the order has been complied with or the property is cleared of all structures and left in a graded and level condition.
- e) All repairs and maintenance of property required by this By-law shall be carried out in a manner and with materials that are accepted as good workmanship in the trades concerned.
- f) For the purposes of subsection e) and without limiting subsection e), “carried out in a manner and with materials that are accepted as good workmanship in the trades concerned” includes:
 - i. carried out with materials suitable and sufficient for that purpose and free from defects; and
 - ii. carried out in a manner consistent with the recognized national and international industry best practices, including those of the Canadian Construction Association; and
 - iii. where required by law, or in accordance with recognized industry best practices, carried out by a duly qualified and/or licenced person in the trade concerned.
- g) All new construction or extensive repairs shall conform to the *Ontario Building Code* where applicable.
- h) This By-law does not apply so as to prevent a farm, meeting the definition of “agricultural operation” under the *Farming and Food Production Protection Act*, 1998, S.O. 1998, c. 1, from carrying out a normal farm practice as provided for and defined under that Act.
- i) Nothing in this By-law, including the doing of any required works to comply with this By-law or an Order or Defect Notice hereunder, shall be construed or interpreted as relieving any person of other legislative requirements that must be complied with.
- j) All lands and structures thereon, including fences, that are subject to deterioration due to the exposure of surfaces to the elements, including weather, sun, and other environmental factors, that may cause degradation, shall, where appropriate and required, be maintained through the proper application of preservative coating such as

paints, stains, or through other specific treatments designed to protect and maintain those surface areas requiring treatment.

k) All lands and structures thereon, including fences, shall be kept clear and free from graffiti, unauthorized signs, objectionable defacements, or similar markings.

22. EXTERIOR WALLS, SURFACES, CLADDING AND MASONRY

All exterior walls and surfaces of every building or structure shall be sound, plumb, weathertight, free from holes, loose or unsecured objects, maintained in good repair and:

- a) free from missing, cracked, or broken masonry units, missing, defective, or deteriorated wood, metal siding, or trim, missing, cracked, broken, or loose stucco, or other loose or unsecured objects;
- b) shall be so maintained by the painting, restoring, or repairing of the walls, coping, or flashing, by the waterproofing of joints and the walls themselves, by the installation of, or repairing of, weathertight finishing, or the installation of termite shields, if required;
- c) all exterior surfaces that have previously been covered with paint or other protective or decorative materials shall be maintained in good repair and the covering renewed when it becomes damaged or deteriorated; and
- d) Every part of a building, including the exterior, shall be maintained in a structurally sound condition so as to be capable of sustaining safely its own weight and any additional weight that may be put on it through normal use.

23. DOORS – WINDOWS – CELLARS – HATCHWAYS

- a) Windows, skylights, exterior doors and frames, basement or cellar hatchways, attic access doors including storm and screen doors, and storm windows shall be maintained in good working order, good repair, in a Safe Condition and shall be of such construction so as to prevent the entrance of wind, snow, or rain into the building and to minimize heat loss through infiltration.
- b) At least one entrance door in every Dwelling Unit shall have hardware so as to be capable of being locked from inside and outside the Dwelling Unit.
- c) All windows capable of being opened and all exterior doors shall have hardware so as to be capable of being locked or otherwise secured from inside the building.
- d) All windows capable of being opened shall be equipped with a screen to prevent the passage of insects and the screen shall be maintained in a good condition, graffiti, unauthorized signs, objectionable defacements, or similar markings.

26. ROOF STRUCTURES

- a) Every roof, and all of its components and accessory structures, shall be maintained in good repair and in a Safe Condition.
- b) Without restricting the generality of this Section, such maintenance includes:
 - i. removal of loose, unsecured, or rusted objects or materials;
 - ii. removal of dangerous accumulations of snow or ice;

- iii. maintaining roof and chimneys in water-tight condition so as to prevent leakage of water into the building; and
- iv. maintaining all roof-related structures plumb unless specifically designed to be other than vertical.

35. STAIRS – HANDRAILS – GUARDS

- a) Every inside or outside stair and every porch or landing appurtenant to it shall be maintained so as to be free of holes, cracks, and other defects which constitute Hazards.
- b) All handrails and balustrades, stairways, fire escapes, balconies, landings, porches, and similar appurtenances shall be maintained in good repair so as to be free of holes and other defects which constitute Hazards. These shall be properly anchored so as to be kept in a Safe Condition and shall be structurally sound for the loads imposed through their normal use and, if metal, shall be protected from rust or similar decay by a periodic application of paint.
- c) Handrails shall be installed in accordance with the Code and shall be maintained in good repair on all exterior stairs that have more than 3 risers and on all interior stairs within Dwelling Units that have more than 2 risers.

49. PEST CONTROL

Every property shall be maintained so as to be free from vermin and conditions that may promote an infestation at all times.

55. GENERAL PROVISIONS RELATING TO VACANT BUILDINGS

The owner of a vacant Building, in addition to any requirements of any other By-law of the City, shall:

- a) keep all Buildings on the land clear of debris;
- b) disconnect or have disconnected or discontinued all water, electrical, and gas services to the Building except where required for the security and maintenance of the Building;
- c) maintain the Building to prevent against Unsafe Conditions or risk of fire or accidents;
- d) keep the windows, doors, or any other openings to the Building secured to prevent unauthorized entry;
- e) maintain any entrances to the Building in good repair so as to provide for safe access for any authorized person attending the property; and
- f) barricade all openings on any floor or between floors to prevent the risk of accident or injury to a person.

2026 FEB 10 AM 10:07

Fri Feb 6 / 26

Dear Sir / Madam,

CITY CLERK'S OFFICE

Re: Property Standards Order
Occurrence # EF: 2022 204230 EF

I received the above Property Standards Order with a compliance date of June 1, 2026 to have the noted repairs completed as requested by the Enforcement Officer.

I am requesting an extension of the Compliance date to Sept 30, 2026 as I am pulling up the house / property for sale this summer. Please note that if I am able to sell it sooner, your office will be notified.

Due to poor health and physical limitations in the past couple of years, I am no longer able to keep up with the repairs and maintenance to the house and yard.

I hope you will take my request into consideration.

Sincerely,

Kathleen Isabel Gordon



CORPORATE SERVICES
MUNICIPAL ENFORCEMENT SERVICES
882 Alloy Place
Thunder Bay, Ontario, P7B 6E6
Tel: (807) 577-MLEO (6536)

**PROPERTY STANDARDS
ORDER**

Issued pursuant to section 15.2(2) of
The Building Code Act, S.O. 1992, Chapter C23, as amended

RE: Occurrence Number # EF: 2022 204230 EF

**To: Kathleen Isabel COMBA
Address: 377 Egan St. Thunder Bay,
ON P7A 2X2**

**Order Address: 377 Egan St. Thunder Bay, ON
P7A 2X2
Legal Description: PLAN 121 BLK 15 LOT 12
REG 7500.00SF 50.00FR 150.00D
Roll # 01.062.05100.0000**

A Property Standards Officer had inspected the above-described property.

The inspection revealed that in some respects the property does not conform to the standards prescribed by the City of Thunder Bay Municipal Standards for Property By-Law BL 95/2022.

IT IS ORDERED THAT the repairs necessary to correct the defects set out in Schedule 'A' be carried out and the property brought to a condition of compliance with the prescribed standards or clear the land of all offending structures and materials/defects and leave site in a graded and level condition, on or before the **June 1, 2026. (COMPLIANCE DATE)**

YOU ARE ADVISED THAT if you are not satisfied with the terms or conditions of the Order you may appeal to the Property Standards Committee by sending a Notice of Appeal by Registered Mail to, and to be received by:

**Secretary, Property Standards Committee
City Hall
500 Donald St E
Thunder Bay, Ontario, P7E 5V3**

On or before **February 9, 2026. (APPEAL DEADLINE DATE)**

In the event that no appeal is submitted, within the above-prescribed period, the Order shall be deemed to be confirmed and shall be final and binding upon you, requiring you to comply with its Terms within the time and in the manner specified in the Order.

Where it has been determined that the necessary repairs or demolition has not been completed in accordance with this Order, as confirmed or modified, in addition to any

possible court action, the municipality may cause the property to be repaired or demolished. The costs of such action shall be deemed a lien, on the land with priority lien status and may be collected in the same manner as municipal real property taxes, as set out in Section 1 of the Municipal Act, S.O. 2001, c.25, as amended.

Order Issued: January 21, 2026
City of Thunder Bay
882 Alloy Place,
Thunder Bay, Ontario P7B 6E6
Phone: (807) 577-MLEO (6536)



MLEO MICKLEBURGH #408
Property Standards Enforcement
Tel: (807) 577-MLEO (6536)

'SCHEDULE A'

As per Property Standards Order issued by Officer **MLEO Mickleburgh #408**, on: **January 21, 2026**

To: Kathleen Isabel COMBA
Address: 202 Phillips St, Thunder Bay ON, P7B 5L7

Order Address: 377 Egan St. Thunder Bay, ON P7A 2X2
Legal Description: PLAN 121 BLK 15 LOT 12 REG 7500.00SF 50.00FR 150.00D
Roll # 01.062.05100.0000

The item(s) listed herein are in violation of the City of Thunder Bay Municipal Standards for Property By-Law BL 95/2022 and prescribed remedies are provided:

ITEM	SECTION	LOCATION	REQUIREMENTS (Summary)
1	<p>Section 22</p> <p>Exterior Walls, Surfaces, Cladding and Masonry</p>	<p>Assistive Photos Attached</p> <p>-Window frames -Shutters -Soffit and fascia -Cladding</p>	<p>All exterior walls and surfaces of every building or structure shall be sound, plumb, weathertight, free from holes, loose or unsecured objects, maintained in good repair and:</p> <p>a) free from missing, cracked, or broken masonry units, missing, defective, or deteriorated wood, metal siding, or trim, missing, cracked, broken, or loose stucco, or other loose or unsecured objects;</p> <p>b) shall be so maintained by the painting, restoring, or repairing of the walls, coping, or flashing, by the waterproofing of joints and the walls themselves, by the installation of, or repairing of, weathertight finishing, or the installation of termite shields, if required;</p> <p>c) all exterior surfaces that have previously been covered with paint or other protective or decorative materials shall be maintained in good repair and the covering renewed when it</p>

*This document in an alternative format is available upon request.

			<p>becomes damaged or deteriorated; and</p> <p>d) Every part of a building, including the exterior, shall be maintained in a structurally sound condition so as to be capable of sustaining safely its own weight and any additional weight that may be put on it through normal use.</p>
REQUIRED REPAIR//REMEDY			
<p>Namely: White paint window frames are deteriorating and peeling, no longer providing a weathertight finish. Repair all window frames to assure a weathertight finish.</p> <p>Wooden window frame boards are deteriorating, repair and replace any deteriorated window frames.</p> <p>Soffit and fascia damaged and deteriorated in many areas on the building (significant damage on back side). Repair all soffit and fascia and assure a weathertight finish.</p> <p>Paint on siding deteriorating and peeling around entire building.</p> <p>Paint on porch support pillars, support beam and porch ledge railing peeling and deteriorated.</p> <p>Repair all surfaces to assure the building is sound, plumb, weathertight, free from holes, loose or unsecured objects and maintained in good repair. All exterior surfaces which had been previously covered with paint, or other protective or decorative materials must be renewed.</p>			

ITEM	SECTION	LOCATION	REQUIREMENTS (Summary)
3	Section 6c ii Exterior Property Section 49 Pest Control	Assistive Photos Attached Soffit and fascia on back (east) side of building.	6c) Without restricting the generality of this Section, the maintenance of Land includes the removal of: ii. Injurious insects, termites, rodents, vermin and other pests; and any condition which may promote an infestation. 49) Every property shall be maintained so as to be free from vermin and conditions that may promote an infestation at all times.
REQUIRED REPAIR//REMEDY			
<p>Namely: Vermin access points include soffit and fascia on back (west) side of building. Large missing and deteriorated sections.</p> <p>Remove any vermin and repair vermin access points to assure no vermin infestation in the future.</p>			

SCHEDULE 'B'
ASSISTIVE EXAMPLE PHOTOS

As per Property Standards Order issued by Officer **MLEO MICKLEBURGH #408**, on:
January 21, 2026

To: Kathleen Isabel COMBA
Address: 202 Phillips St, Thunder
Bay ON, P7B 5L7

Order Address: 377 Egan St. Thunder Bay, ON
P7A 2X2
Legal Description: PLAN 121 BLK 15 LOT 12
REG 7500.00SF 50.00FR 150.00D
Roll # 01.062.05100.0000

The item(s) listed herein from Schedule A are in violation of the City of Thunder Bay Municipal Standards for Property By-Law BL 95/2022 and Assistive Example photo(s) is/are included to assist in identifying deficiencies to be remedied:

Subject Property:

Item 1:



Front of residence

- Heavily deteriorated paint on all surfaces
- Wooden fascia board on what appears to be removed second level porch heavily deteriorated



Front of residence

-Paint on second level window frame heavily deteriorated

*This document in an alternative format is available upon request.



Front of residence
-Paint on second level door heavily deteriorated

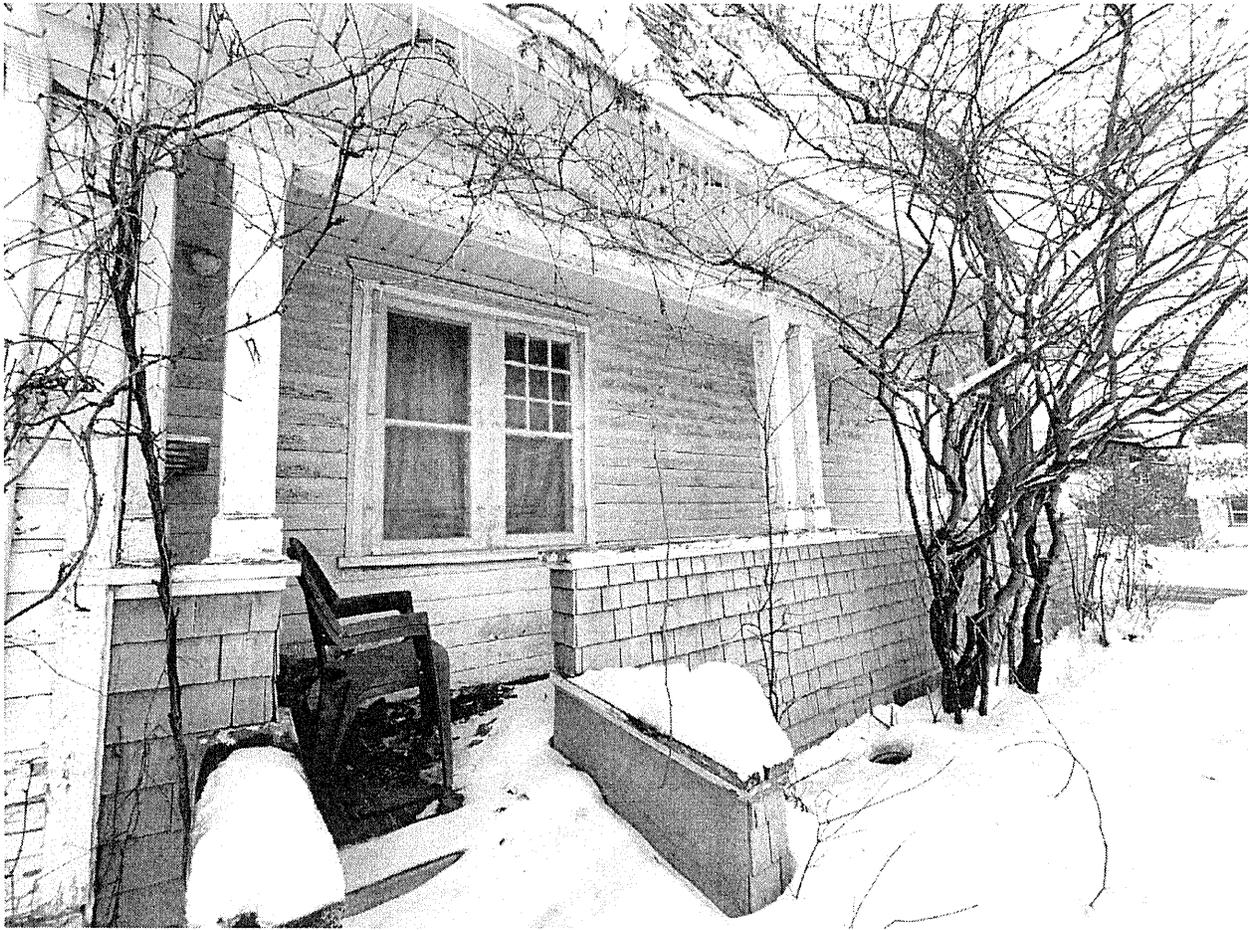
*This document in an alternative format is available upon request.



Southeast corner of residence

-Soffit/fascia on southeast corner of porch in serious state of disrepair, not weathertight and allows vermin access

*This document in an alternative format is available upon request.



South side of residence

- White paint heavily deteriorated along wall
- White paint deteriorating on porch ledge, support pillars and beam to which they are attached



South side of building

- White paint heavily deteriorated and peeling
- White paint on fascia board deteriorated



Extension on back (west side) of residence

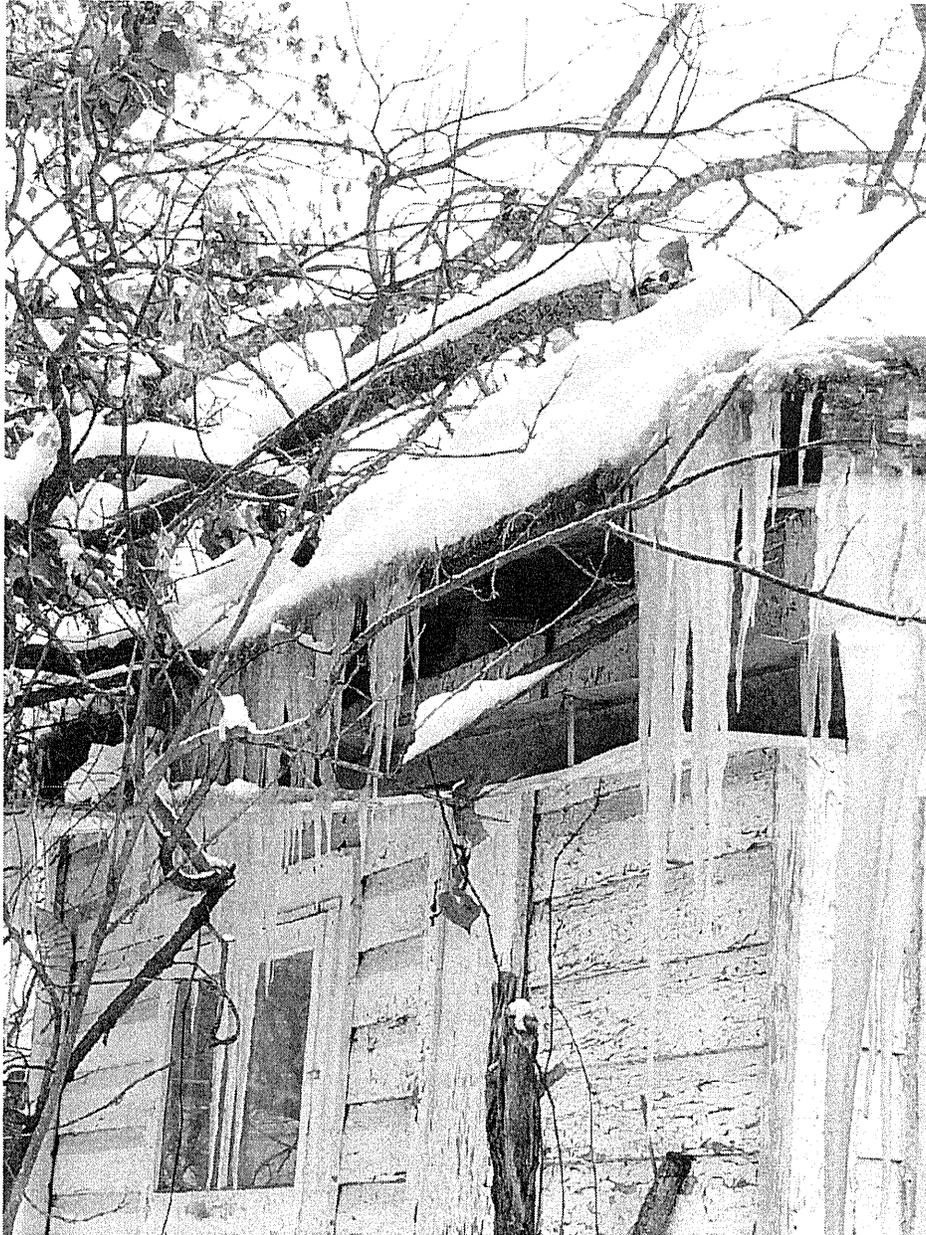
-White paint deteriorated on all walls

-Soffit and fascia in serious state of disrepair, specifically the section of the back entrance



Back entrance area

- White paint heavily deteriorated on walls
- Soffit and fascia in total state of disrepair, no longer weathertight and allows access to vermin



Back entrance area

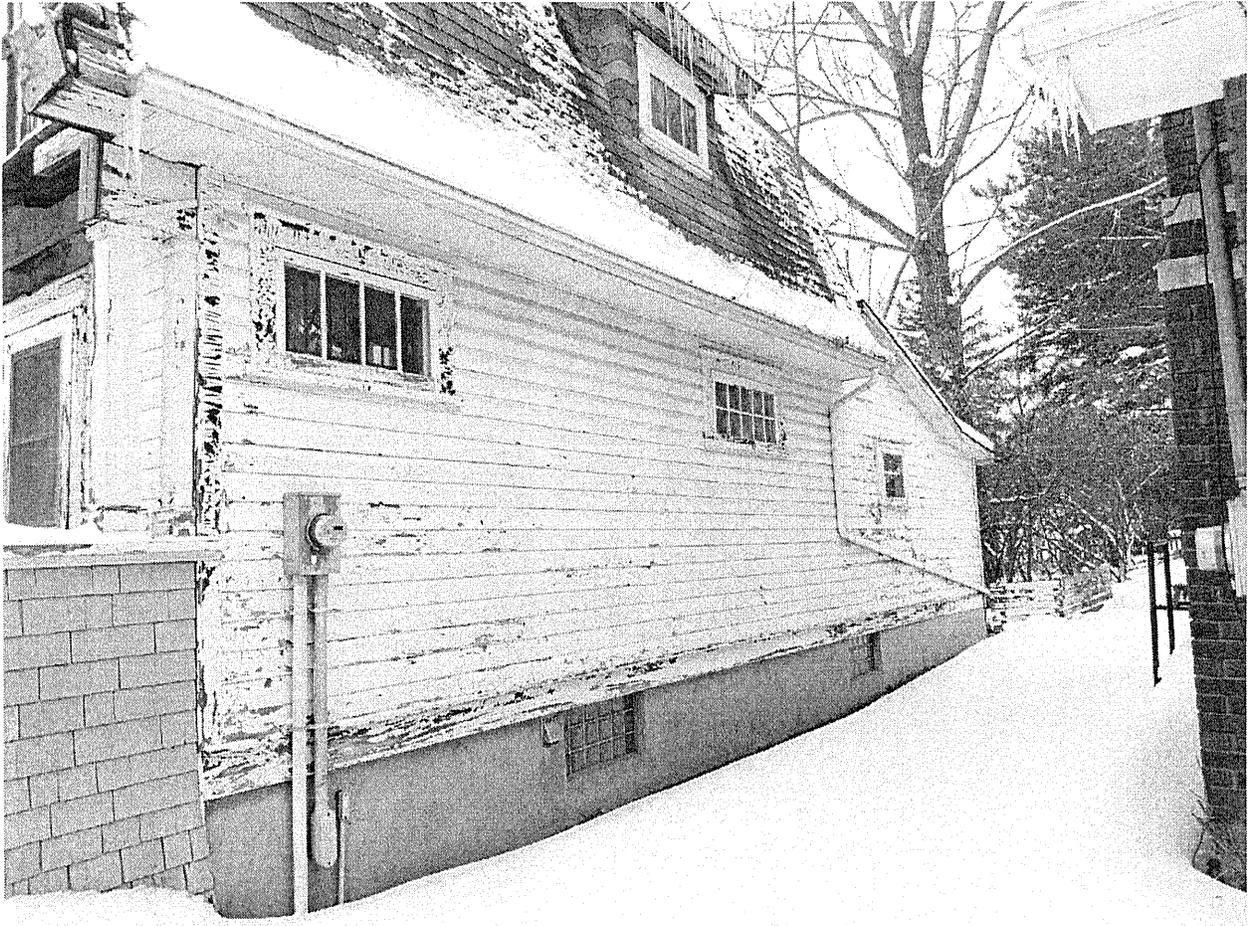
- White paint heavily deteriorated on walls
- Soffit and fascia in total state of disrepair, no longer weathertight and allows access to vermin

*This document in an alternative format is available upon request.



North side of residence

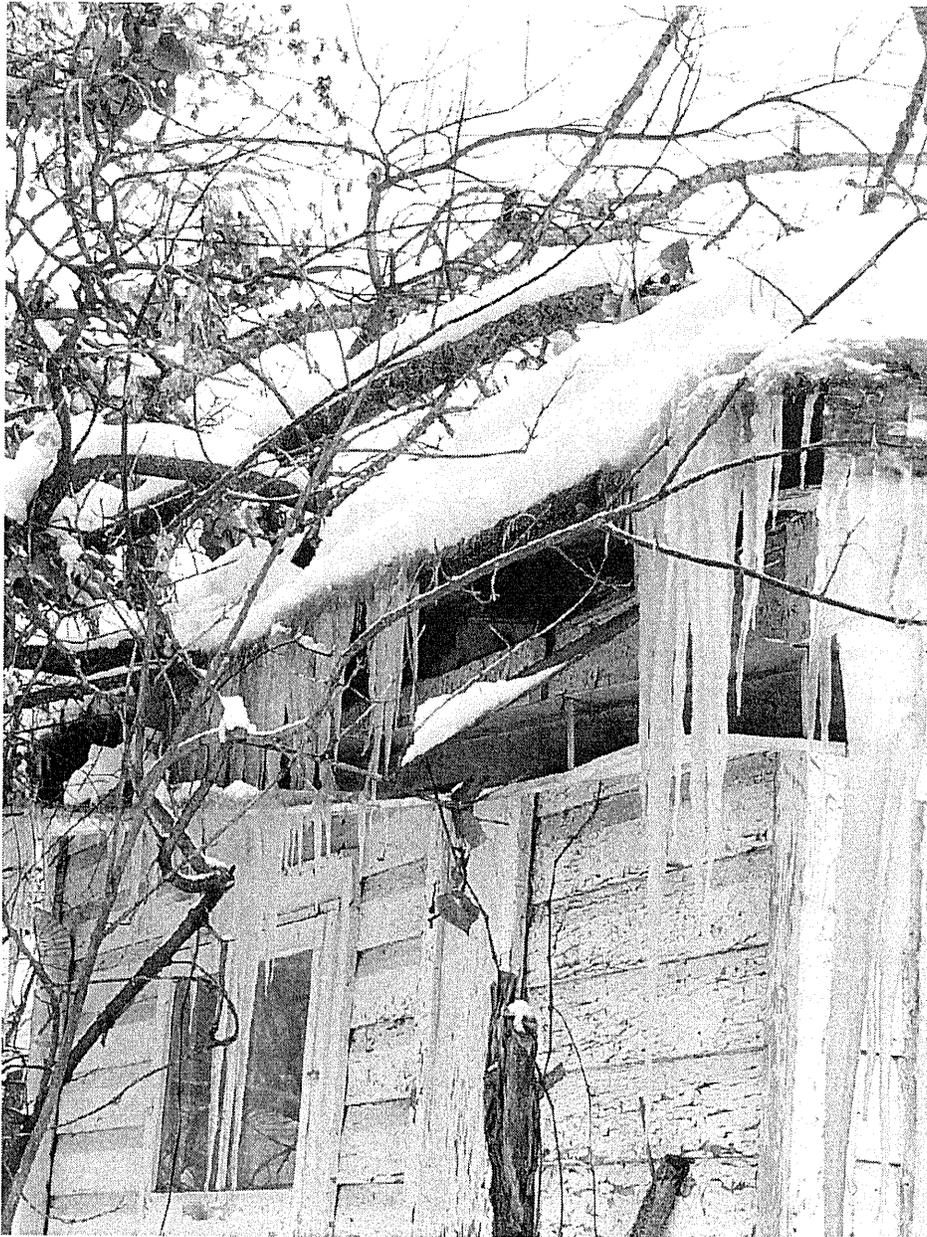
- White paint peeling/deteriorating on wall, and window frames
- Northeast corner of roof appears to be deteriorating



North side of residence

-White paint peeling/deteriorating on wall, and window frames

Item 2:



Back entrance area

-Soffit and fascia in total state of disrepair allowing access for vermin

*This document in an alternative format is available upon request.

'SCHEDULE C'

IMPORTANT: Additional Information to Property Standards ORDER
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As per Property Standards Order issued by Officer **MLEO MICKLEBURGH #408**, on: **January 21, 2026**

To: Kathleen Isabel COMBA
Address: 202 Phillips St, Thunder Bay ON, P7B 5L7

Order Address: 377 Egan St. Thunder Bay, ON P7A 2X2
Legal Description: PLAN 121 BLK 15 LOT 12 REG 7500.00SF 50.00FR 150.00D
Roll # 01.062.05100.0000

Demolition- Where remedy not effected

Should you decide, for whatever reason(s), that you do not wish to make the required repairs/remedies as required by the Order, you are ordered to clear the land of all structures and materials/defects and leave in a graded and level condition. A demolition permit must be obtained, and the site cleared.

If you chose not to remedy the defects of the offending structure, demolition actions must be completed by the **COMPLIANCE DATE**.

PHOTOS: *Assistive Example Photo(s) in Schedule 'B'- Cautionary Note

*The "Defects photo(s)", listed in Schedule "B", are meant to represent an example of the defect type specified in the "Item" and may wholly or only partially represent all of the actual defect(s) that need to be remedied.

This means that other similar defects may be required to be remedied that do not appear in any specific photo(s) supplied and not every defect type may be represented by an Assistive Photo Example.

Clarification from the issuing Officer should be made where you are unclear of repair/remedy required for any particular defect.

Appeal Date/Time

Where you have properly filed an Appeal to an Order, the Secretary of the Property Standards Committee will arrange to convene the Committee at its earliest availability to hear your appeal; you will receive a Notice of the date, time and location for you to attend. If you fail to attend, the Committee may rule on your case without receiving any evidence from you. If you are unable to attend your hearing date, you should advise the Secretary of the Committee one week prior to the hearing date, to allow members, staff and other witnesses, proper notice.

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Note: there is not an obligation for the Committee to reschedule, so the reason for rescheduling should be properly communicated to the Committee Secretary. The Committee will only schedule a Hearing once an Appeal is received, and a date is for such Appeal is confirmed with the Committee.

Appeal- Property Standards Committee

Appeals are heard (first level) in front of the Property Standards Committee, a quasi-judicial body that operates under the Provinces' Statutory Powers and Procedures Act. The process operates very similar to a Provincial Court or "Hearings" process where evidence is taken under oath, witnesses may be called, and evidence presented by each "side" and cross-examinations are permitted to allow the Committee to render an informed decision.

Appeal- Decision Limits- Property Standards Committee

The Property Standards Committee is empowered to do only three (3) things based on facts alone (they cannot rule on circumstance i.e., financial hardship, medical or personal issues, etc.):

- i) **Confirm the ORDER;** as legal and binding in present form, in all requirements and you must comply with original order.
- ii) **Modify the ORDER;** to confirm as legal and binding but to add/modify/remove specific repairs/remedies to be undertaken as to their completion and/or to the timeframes required to complete; and you must comply with modified Order.
- iii) **Rescind the ORDER;** the Committee does have the power to rescind the ORDER (based on facts only) and this would defer complying with the ORDER until either party exhausted the Appeal Process and may result in the ORDER being quashed and of no force or effect on you or reinstated and binding.

Appeal- of Committee Decision- Either Party- Superior Court

Where a decision has been rendered by the Property Standards Committee (Confirm, Modify, or Rescind) either party (i.e., Property Owner or Municipality) is entitled to only one additional Appeal. Where either party is not satisfied with the decision of the Property Standards Committee, an Appeal may be made to the Ontario Superior Court of Justice, where a Judge of that court shall hear the case.

Such Appeals (to Superior Court) can only be initiated through a formal process, established by the courts, and generally (not exclusively) require the aid of legal representation in the form of a lawyer to prepare and argue the merits of the Appeal.

Note: This level of Appeal is almost exclusively transcript-based, and reviews the facts already entered into evidence at the Property Standards Appeal Committee proceeding: new evidence is not generally permitted, except to remedy misleading evidence that concerns the overall outcome of the decision.

Your Right to Appeal- Appeal Decision Limitations: Superior Court Judge

The Judge of the Superior Court has the same powers and authority of the Property Standards Committee and is limited to the same three (3) decisions as the Property Standards Committee (See Appeal Decision Limits- Property Standards Committee).

End- Appeal Process

The decision of the Superior Court Judge is final and binding and not subject to any further levels of Appeal to any Canadian Court.

Should you wish to discuss any of the above information, or the terms of complying with the attached Property Standards Order, please do not hesitate to contact the undersigned at any time. Please remember that if you chose to file an Appeal, it must be done in writing to the Secretary of the Property Standards Committee; it cannot be done by calling the undersigned and must be sent Registered Mail and received via registered mail by the **Appeal Deadline Date**.

Re-inspection will be made after the **COMPLIANCE DATE**. For any inquiries, please contact the undersigned at (807) 577-MLEO (6536). If there is no answer, please provide your **FULL NAME** and the **FULL PROPERTY ADDRESS** the **ORDER** is regarding.

You may wish to obtain independent legal advice before you make any decisions; that is your right, but seeking such advice will not alter the **APPEAL DEADLINE DATE** or **COMPLIANCE DATE**.

SCHEDULE 'D'
CITY OF THUNDER BAY MUNICIPAL STANDARDS
FOR PROPERTY BY-LAW BL 95/2022
SECTIONS AND WORDINGS

As per Property Standards Order issued by Officer **MLEO MICKLEBURGH #408**, on:
January 7, 2026

To: Kathleen Isabel COMBA
Address: 202 Phillips St, Thunder
Bay ON, P7B 5L7

Order Address: 377 Egan St. Thunder Bay, ON
P7A 2X2
Legal Description: PLAN 121 BLK 15 LOT 12
REG 7500.00SF 50.00FR 150.00D
Roll # 01.062.05100.0000

Defect Sections referred to in Schedule 'A', from the City of Thunder Bay Municipal Standards for Property By-Law BL 95/2022:

3. DEFINITIONS

- a) "Accessory Building" means a detached building or structure, not used for human habitation, that is subordinate to the primary use of the same property;
- b) "Act" means an enactment or statute of the Province of Ontario;
- c) "Approved" means acceptance by the Property Standards Officer;
- d) "Basement" means that portion of a Building between two floor levels, which is partly underground and which has at least one-half its height from finished floor to the underside of the first floor joists above the average finished grade level adjacent to the exterior walls of the building;
- e) "Building" means a type of structure having a roof supported by columns or walls designed for use for the accommodation or storage of persons, animals, goods, materials, or equipment;
- f) "Building Code" means the Building Code Act, S.O. 1992, c.23, as amended, and any regulations made there under;
- g) "Chief Building Official" means the Chief Building Official appointed under Section 3 of the Building Code Act, 1992, c. 23 and having jurisdiction for the enforcement thereof;
- h) "City" means the Corporation of the City of Thunder Bay; "the Corporation" shall have the same meaning;
- i) "Code" means a regulation of the Province of Ontario known: i. With respect to matters relating to building, as the Building Code; ii. with respect to matters relating to electricity, as the Electrical Safety Code; iii. with respect to matters relating to fire, as the Fire Code; and iv. with respect to matters relating to plumbing, as the Building Code; v. with respect to matters relating to elevating devices, as the Technical Standards and Safety Act, 2000. BY-LAW NUMBER BL 95/2022
- j) "Committee" means a Property Standards Appeal Committee established under this By-law;
- k) "Council" means the Council of the Corporation of the City of Thunder Bay;

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- l) "C.S.A. B-365 Standard" means the Canadian Standards Association's approved Standard for solid wood burning fuel appliances and includes any amendments or replacement legislation to regulate solid fuel burning appliances;
- m) "Defect Notice" means a notice issued by an Officer that notifies the owner of property of defects therein, that do not comply with the provisions of this By-law and require an acknowledgement;
- n) "Dwelling" means a building, structure, mobile home or recreational vehicle with or without kitchen facilities or a part of such a building or structure, which is, or is intended to be used for the purpose of human habitation, and includes such a building, home or vehicle that would be or would be intended to be used for such purposes, except for its state of disrepair;
- o) "Dwelling Unit" means a room or suite of rooms operated as a housekeeping unit, used or intended to be used as a domicile by one or more persons and supporting general living conditions usually including cooking, eating, sleeping and sanitary facilities. Dwelling unit is two or more rooms used or designed to be used by one or more individuals as an independent or self-contained domestic unit or housekeeping establishment;
- p) "Exterior property area" means the building lot excluding buildings;
- q) "Fence" means any structure, wall or barrier, other than a building, erected at grade for the purpose of defining boundaries of property, separating open space, restricting ingress to or egress from property, providing security or protection to property or acting as a visual or acoustic screen;
- r) "First Storey" means that part of a building having a floor area closest to grade with a ceiling height of more than 1.8 metres (6 ft.) above grade;
- s) "Ground cover" means organic or non-organic material applied to prevent soil erosion such as concrete, flagstone, gravel, asphalt, grass or other landscaping; BY-LAW NUMBER BL 95/2022
- t) "Guard" means a balustrade or protective barrier installed around openings in floor areas or on the open sides of a stairway, a landing, a balcony, a mezzanine, a gallery, a raised walkway, and other locations as required to prevent accidental falls from one level to another. Such barriers may or may not have openings through them;
- u) "Habitable Room" means any room in a Dwelling unit lawfully used or designed to be used for the purposes of living, sleeping, eating, cooking or preparation of food and, without limiting the foregoing, shall include a den, library, sunroom, recreational room, or any combination thereof;
- v) "Hazard" means Lands, Buildings, structures, or materials that are in an Unsafe Condition, or is a source or a situation, with the potential for harm in terms of human injury or ill-health, damage to property, damage to the environment, risk of fire, or a combination of these and includes unsafe containers which have a closing or locking mechanism such that something or someone inside could be trapped and unable to be released without external assistance.
- w) "Inoperative Vehicle" means any Vehicle, motor vehicle, vessel, trailer or camping trailer which, that appears by reason of its appearance, mechanical, functional or structural condition not to be operative and includes those vehicles that require a valid license plate be displayed to operate on a highway and have in existence proof

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- of a valid and current registration, pursuant to the provisions of the Highway Traffic Act and amendments thereto, regardless of whether it is required at the time of inspection, and includes all vehicles or vessels that are wrecked, discarded, dismantled or abandoned, or a vehicle or vessel which has had part or all of its superstructure or motor power removed;
- x) “Land” means property, whether or not it contains Buildings or Structures, and whether it is vacant or occupied. Reference to “Land” includes all Buildings and Structures, including fences, on the Land.
 - y) “Non-habitable space” means a bathroom, toilet room, water closet compartment, laundry, pantry, foyer, lobby, hall, corridor, stairway, passageway, closet, storage room, boiler room, furnace room, accessory space for service, maintenance or access within a Building, or a room or space which does not comply with the minimum standards for residential occupancy;
 - z) “MLEO” means any person appointed as a Municipal Law Enforcement Officer for the City, or a police officer.
 - aa) “Non-Residential Property” means a building or structure or part of a building or structure not occupied in whole or in part for the purpose of human habitation, and includes the lands and premises appurtenant, BY-LAW NUMBER BL 95/2022 and all of the outbuildings, fences, or erections thereon or therein;
 - bb) “Natural Garden Area” means a yard, or any portion thereof, containing vegetative growth deliberately implemented to produce ground cover, including one or more species of wildflowers, shrubs, perennials, grasses or combinations of them, whether native or non-native consistent with a managed and natural landscape, other than Turfgrass;
 - cc) “Nuisance” means any condition or use of Land which unreasonably interferes with the use and enjoyment of another person’s Land. Examples include, but are not limited to: i. emissions of smoke, gas, fumes, dust, or sawdust; ii. objectionable odours; or iii. the unsightly storage of goods, wares, merchandise, debris or other material.
 - dd) “Officer (Property Standards)” means a Municipal Law Enforcement Officer who has been appointed by the City as a Property Standards Officer and been assigned the responsibility of administering and enforcing a by-law passed under section 15.1 of the Building Code;
 - ee) “Order” means an order, issued by a Officer (Property Standards), pursuant to section 15.2 of the Building Code Act, to remedy defects in standards for maintenance and occupancy; an Order-To-Comply has the same meaning.
 - ff) “Owner” shall include the registered property owner or agent thereof: a person having or appearing to have beneficial ownership or care and control of the property, and an owner as defined by the Building Code Act, 1992;
 - gg) “Potable Water” means water meeting all the provincial standards for drinking.
 - hh) “Person” means and includes any person, firm, partnership, corporation, company, association, or organization of any kind;
 - ii) “Safe Condition” means a condition that does not pose or constitute an undue or unreasonable hazard or risk to life, limb, or health of any person on or about the property, and includes a structurally sound condition;

- jj) "Sewage system" means the City of Thunder Bay's system of storm sewers, sanitary sewers and combined sewers, or a private sewage disposal system approved by the Chief Building Official for the City; BY-LAW NUMBER BL 95/2022
- kk) "Sign" means any device or notice, including its structure and other component parts, which is used or capable of being used to identify, describe, illustrate, advertise, or direct attention to any person, business, service, commodity or use;
- ll) "Swimming Pool" means an outdoor pool of water for swimming, bathing, wading, or reflecting, which is capable of retaining a water depth equal to or greater than sixty centimeters (60 cm) or twenty-four inches (24 in) at any point. The term does not include facilities for the purposes of providing water to livestock or for irrigation of crops which are associated with, and located on, Land devoted to the practice of farming.
- mm) "Unsafe Condition" is a descriptive phrase for Land, Buildings, Structures, or material, that are in a condition or state of repair that causes a hazard to life, limb, or health of any person authorized or expected to be on or near the Land in question.
- nn) "Unightly Condition" means, in relation to land, having an appearance that, because of the way in which the land is used, does not conform with the general appearance of other land in the locality or neighbourhood and could be described as inconsistent with the reasonable characteristics of the surrounding community
- oo) "Vacant Building" means a building that is partially or entirely vacant and includes a building that is partially or entirely vacant and occupied by unauthorized persons;
- pp) "Vehicle" means a motor vehicle, vessel, trailer, boat, motorized snow vehicle, off-road vehicle or other mechanical power driven equipment;
- qq) "Vermin" means mammals, birds, or insects injurious to humans, physical property, game, livestock, or crops. Examples include but are not limited to: skunks, rats, termites, poisonous insects or reptiles, moths, and mice;
- rr) "Visual barrier" shall mean a continuous, uninterrupted structure and/or fence which completely blocks lines of sight when viewed perpendicularly from either of its sides and shall consist of one or more of the following materials: wood, stone, bricks, mortar, fabricated metal, or other similarly solid material approved by the Chief Property Standards Officer or Chief Building Official;
- ss) "Waste" means any debris, rubbish, refuse, sewage, effluent, discard, or garbage of a type arising from a residence, belonging to or associated with a house or use of a house or residential property and/or BY-LAW NUMBER BL 95/2022 from industrial or commercial operations, or belonging to or associated with industry or commerce or industrial or commercial property, which for greater certainty includes all garbage, discarded material or things, broken or dismantled things, and materials or things exposed to the elements, deteriorating or decaying on a property due to exposure or the weather;
- tt) "Yard" means the land other than publicly owned land around or appurtenant to the whole or any part of a residential or non-residential property and used or capable of being used in connection with the property.

4. GENERAL

- a) No person, being the owner or occupant of a property, shall fail to repair and maintain the property in conformity with the standards set out in this By-law.
- b) No person, being the owner or occupant of a property, shall fail to repair and maintain the property in conformity with any safety standards required by a Code, when such provision(s) provide for the protection of persons in relation to the use of the property, regardless whether that standard is specifically set out in this By-law or not.
- c) The owner of any property which does not conform to the standards in this By-law shall repair and maintain the property to conform to the standards or shall clear the property of all buildings, structures, garbage, rubbish, waste, or accumulations of such materials that prevent access to or exit from the property in the case of emergency, or other safety or health hazard, and shall leave the property in a graded and leveled condition.
- d) The owner of any property that has not complied with a confirmed order that seeks to remedy any Unsafe Condition shall not occupy or permit the occupancy of the property until such time as the order has been complied with or the property is cleared of all structures and left in a graded and level condition.
- e) All repairs and maintenance of property required by this By-law shall be carried out in a manner and with materials that are accepted as good workmanship in the trades concerned.
- f) For the purposes of subsection e) and without limiting subsection e), “carried out in a manner and with materials that are accepted as good workmanship in the trades concerned” includes:
 - i. carried out with materials suitable and sufficient for that purpose and free from defects; and
 - ii. carried out in a manner consistent with the recognized national and international industry best practices, including those of the Canadian Construction Association; and
 - iii. where required by law, or in accordance with recognized industry best practices, carried out by a duly qualified and/or licenced person in the trade concerned.
- g) All new construction or extensive repairs shall conform to the *Ontario Building Code* where applicable.
- h) This By-law does not apply so as to prevent a farm, meeting the definition of “agricultural operation” under the *Farming and Food Production Protection Act*, 1998, S.O. 1998, c. 1, from carrying out a normal farm practice as provided for and defined under that Act.
- i) Nothing in this By-law, including the doing of any required works to comply with this By-law or an Order or Defect Notice hereunder, shall be construed or interpreted as relieving any person of other legislative requirements that must be complied with.
- j) All lands and structures thereon, including fences, that are subject to deterioration due to the exposure of surfaces to the elements, including weather, sun, and other environmental factors, that may cause degradation, shall, where appropriate and required, be maintained through the proper application of preservative coating such as paints, stains, or through other specific treatments designed to protect and maintain those surface areas requiring treatment.

- k) All lands and structures thereon, including fences, shall be kept clear and free from graffiti, unauthorized signs, objectionable defacements, or similar markings.

6. EXTERIOR PROPERTY

- a) All exterior areas of a property shall be kept clean and free of litter, rubbish, waste, salvage, refuse, dead , decaying, or damaged trees, branches and limbs, or anyother objects or conditions that might create a health, fire, accident hazard, or Unsafe Condition.
- b) Every property shall be kept free from garbage, rubbish, waste, or accumulations of any materials that prevent access to or exit from the property
- c) Without restricting the generality of this Section, the maintenance of Land includes the removal of:
 - i. Rubbish, garbage, waste, litter and debris;
 - ii. Injurious insects, termites, rodents, vermin and other pests; and any condition which may promote an infestation;
 - iii. Wrecked, dismantled, inoperative vehicles, discarded or unlicensed vehicles, vessels, off-road vehicles, trailers, machinery or parts thereof, except in an establishment licensed or authorized to conduct a salvage, wrecking or repair business and then only if such establishment conforms with any relevant By-laws or statutes; and
 - iv. Dilapidated or collapsed buildings, structures or erections, and the filling in or protecting of any unprotected well

22.EXTERIOR WALLS, SURFACES, CLADDING AND MASONRY

All exterior walls and surfaces of every building or structure shall be sound, plumb, weathertight, free from holes, loose or unsecured objects, maintained in good repair and:

- a) free from missing, cracked, or broken masonry units, missing, defective, or deteriorated wood, metal siding, or trim, missing, cracked, broken, or loose stucco, or other loose or unsecured objects;
- b) shall be so maintained by the painting, restoring, or repairing of the walls, coping, or flashing, by the waterproofing of joints and the walls themselves, by the installation of, or repairing of, weathertight finishing, or the installation of termite shields, if required;
- c) all exterior surfaces that have previously been covered with paint or other protective or decorative materials shall be maintained in good repair and the covering renewed when it becomes damaged or deteriorated; and

d) Every part of a building, including the exterior, shall be maintained in a structurally sound condition so as to be capable of sustaining safely its own weight and any additional weight that may be put on it through normal use.

31. DEMOLITION OF STRUCTURES

a) Where a building, accessory building, fence, or other structure is demolished, the property shall be cleared of all rubbish, waste, refuse, masonry, lumber, wood, and other materials and left in a graded and leveled condition.

b) Where a building, accessory building, fence, or other structure is being demolished, every precaution shall be taken to protect the adjoining property and members of the public. The precautions to be taken include the erection of fences, barricades, covered walkways for pedestrians and any other means of protection necessary for the protection of the adjoining property and members of the public.

c) Demolition activities shall be controlled with appropriate measures to protect the surrounding neighbourhood lands, including City lands and highways, from nuisance or hazardous dust, vibrations, and litter.

49. PEST CONTROL

Every property shall be maintained so as to be free from vermin and conditions that may promote an infestation at all times.

CITY OF THUNDER BAY
2026 FEB 11 AM 11:01
CITY CLERK'S OFFICE

Friday February 8th, 2026

To: Secretary, Property Standards Committee
City Hall
500 Donald St E
Thunder Bay, Ontario, P7E 5V3

Subject: Appeal to Property Standards Committee

Dear Members of the Property Standards Committee,

My name is Ashley Warren, recently I received forms addressed to my late grandfather Hormiadas Levesque. I am writing respectfully to appeal the Property Standards Order issued for the property located at 527 McIntosh Street, Thunder Bay, ON P7C3A1, Occurrence Number # EF: 2022 204570 EF.

I am currently managing this matter under extremely difficult circumstances. The home was bought for my mother Maria Warren who paid and maintained the home. My mother, recently passed away unexpectedly June 3, 2023. Prior to this she was diagnosed with cancer Multiple Myeloma that she battled with to get to remission. During that time while struggling with income and COVID times we managed to get minimal work done on the home. (Refinished the front stairs, fixed openings around the front porch area, and top level of the home as well as fix and fill any holes while starting to paint the outside.

I am now responsible for administering her estate, which has involved significant legal, financial, and administrative challenges. As you can appreciate, estate settlement can take several months to years, particularly when accounts are frozen, probate may be required, and access to funds is limited.

One of our main problems with the home is the that it is still in my grandparents name. I have had a lawyer working on this since a few months after my mother's passing.

In addition to the emotional impact of losing my mother, I am facing financial hardship related to estate expenses, funeral costs, and outstanding obligations as well as taking on brother at the age of 16 and taking care of my own family. At present, there are insufficient available funds to immediately complete all required work outlined in the Order.

I want to assure the Committee that this is not a matter of neglect or disregard. I am fully committed to bringing the property into compliance. However, I respectfully request the timeline be removed.

I do know one of the main concerns were the birds coming through the window in the top of the home. I tried contacting several companies last summer to either help fix it or take it off. No one wanted to take the job on, I found one contractor who was willing to do it who ended up be a fraud to the property next door. I contacted companies to rent lifts who would not supply without lift tickets. Our only choice is to go up on our own which we cannot do during winter months. This is our first priority when the weather becomes nice.

I am actively working to resolve the estate matters and to secure the necessary funds. With additional time and understanding from the Committee, I am confident the property can be brought into compliance without further issue.

Thank you for your consideration during this very difficult period.

Ashley Warren
Contact number: 807-355-5681



CORPORATE SERVICES
MUNICIPAL ENFORCEMENT SERVICES
882 Alloy Place
Thunder Bay, Ontario, P7B 6E6
Tel: (807) 577-MLEO (6536)

**PROPERTY STANDARDS
ORDER**

Issued pursuant to section 15.2(2) of
The Building Code Act, S.O. 1992, Chapter C23, as amended

RE: Occurrence Number # EF: 2022 204570 EF

**To: Hormisdas LEVESQUE
Address: 527 McIntosh St, Thunder
Bay, ON P7C 3A1**

**Order Address: 527 McIntosh St, Thunder Bay,
ON P7C 3A1
Legal Description: PLAN 54 BLK 52 N PT LOT 17
REG 2875.00SF 25.00FR 115.00D
Roll # 04.112.09700.0000**

A Property Standards Officer had inspected the above-described property.

The inspection revealed that in some respects the property does not conform to the standards prescribed by the City of Thunder Bay Municipal Standards for Property By-Law BL 95/2022.

IT IS ORDERED THAT the repairs necessary to correct the defects set out in Schedule 'A' be carried out and the property brought to a condition of compliance with the prescribed standards or clear the land of all offending structures and materials/defects and leave site in a graded and level condition, on or before the **May 31, 2026. (COMPLIANCE DATE)**

YOU ARE ADVISED THAT if you are not satisfied with the terms or conditions of the Order you may appeal to the Property Standards Committee by sending a Notice of Appeal by Registered Mail to, and to be received by:

**Secretary, Property Standards Committee
City Hall
500 Donald St E
Thunder Bay, Ontario, P7E 5V3**

On or before **February 10, 2026. (APPEAL DEADLINE DATE)**

In the event that no appeal is submitted, within the above-prescribed period, the Order shall be deemed to be confirmed and shall be final and binding upon you, requiring you to comply with its Terms within the time and in the manner specified in the Order.

Where it has been determined that the necessary repairs or demolition has not been completed in accordance with this Order, as confirmed or modified, in addition to any

possible court action, the municipality may cause the property to be repaired or demolished. The costs of such action shall be deemed a lien, on the land with priority lien status and may be collected in the same manner as municipal real property taxes, as set out in Section 1 of the Municipal Act, S.O. 2001, c.25, as amended.

Order Issued: January 21, 2026
City of Thunder Bay
882 Alloy Place,
Thunder Bay, Ontario P7B 6E6
Phone: (807) 577-MLEO (6536)



MLEO MICKLEBURGH #408
Property Standards Enforcement
Tel: (807) 577-MLEO (6536)

'SCHEDULE A'

As per Property Standards Order issued by Officer **MLEO Mickleburgh #408**, on: **January 21, 2026**

To: Hormisdas LEVESQUE
Address: 202 Phillips St, Thunder Bay ON, P7B 5L7

Order Address: 527 McIntosh St, Thunder Bay, ON P7C 3A1
Legal Description: PLAN 54 BLK 52 N PT LOT 17 REG 2875.00SF 25.00FR 115.00D
Roll # 04.112.09700.0000

The item(s) listed herein are in violation of the City of Thunder Bay Municipal Standards for Property By-Law BL 95/2022 and prescribed remedies are provided:

ITEM	SECTION	LOCATION	REQUIREMENTS (Summary)
1	<p>Section 22</p> <p>Exterior Walls, Surfaces, Cladding and Masonry</p>	<p>Assistive Photos Attached</p> <p>-Siding around entire building</p> <p>-Wooden window frames/trim</p> <p>-Soffit and fascia</p>	<p>22. All exterior walls and surfaces of every building or structure shall be sound, plumb, weathertight, free from holes, loose or unsecured objects, maintained in good repair and:</p> <p>a) free from missing, cracked, or broken masonry units, missing, defective, or deteriorated wood, metal siding, or trim, missing, cracked, broken, or loose stucco, or other loose or unsecured objects;</p> <p>b) shall be so maintained by the painting, restoring, or repairing of the walls, coping, or flashing, by the waterproofing of joints and the walls themselves, by the installation of, or repairing of, weathertight finishing, or the installation of termite shields, if required;</p> <p>c) all exterior surfaces that have previously been covered with paint or other protective or decorative materials shall be maintained in good repair and the</p>

*This document in an alternative format is available upon request.

			<p>covering renewed when it becomes damaged or deteriorated; and</p> <p>d) Every part of a building, including the exterior, shall be maintained in a structurally sound condition so as to be capable of sustaining safely its own weight and any additional weight that may be put on it through normal use.</p>
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REQUIRED REPAIR//REMEDY		
<p>Namely: All exterior walls in a state of disrepair. Peeling paint, deteriorated wood, and no longer weathertight around all sides of building.</p> <p>Wooden siding and window frames/trim.</p> <p>Soffit and fascia damaged and deteriorated in many areas on the building.</p> <p>Repair all exterior surfaces to assure the building is sound, plumb, weathertight, free from holes, loose or unsecured objects and maintained in good repair. All exterior surfaces which had been previously covered with paint, or other protective or decorative materials must be renewed.</p>		

ITEM	SECTION	LOCATION	REQUIREMENTS (Summary)
2	<p>Section 6c ii Exterior Property</p> <p>Section 49 Pest Control</p>	Assistive Photos Attached	<p>6c) Without restricting the generality of this Section, the maintenance of Land includes the removal of:</p> <p>ii. Injurious insects, termites, rodents, vermin and other pests; and any condition which may promote an infestation.</p> <p>49) Every property shall be maintained so as to be free from vermin and conditions that may promote an infestation at all times.</p>

REQUIRED REPAIR//REMEDY		
<p>Namely: Large number of pigeons (vermin) observed perched on the building and entering through many access points to the inside of the building. Access points include soffit and fascia of the top level dormer, as well as open/broken windows.</p>		

*This document in an alternative format is available upon request.

Remove all vermin and repair all vermin access points to assure no further infestation in the future.

ITEM	SECTION	LOCATION	REQUIREMENTS (Summary)
3	<p>Section 23 Doors – Windows – Cellars – Hatchways</p> <p>Section 24 Window Screens</p>	Assistive Photos Attached	<p>23a) Windows, skylights, exterior doors and frames, basement or cellar hatchways, attic access doors including storm and screen doors, and storm windows shall be maintained in good working order, good repair, in a Safe Condition and shall be of such construction so as to prevent the entrance of wind, snow, or rain into the building and to minimize heat loss through infiltration.</p> <p>b) At least one entrance door in every Dwelling Unit shall have hardware BY-LAW NUMBER BL 95/2022 so as to be capable of being locked from inside and outside the Dwelling Unit.</p> <p>c) All windows capable of being opened and all exterior doors shall have hardware so as to be capable of being locked or otherwise secured from inside the building.</p> <p>d) All windows capable of being opened shall be equipped with a screen to prevent the passage of insects and the screen shall be maintained in a good condition.</p> <p>24. When an exterior opening is used or required for ventilation or illumination and is not required to be protected by a door, window, or similar closure, it shall be protected with:</p>

*This document in an alternative format is available upon request.

			<p>a) mesh screening, metal grills, or other equivalent durable rust proof material; or</p> <p>b) other protection so as to effectively prevent the entry of rodents, large insects, or vermin.</p>
--	--	--	---

REQUIRED REPAIR//REMEDY

Namely: Multiple broken or missing windows, including the two windows on the upper level dormer, the second window from the right on the front of the porch, and the right side south facing window of the porch.

Repair or replace windows and maintain in good working order and repair. Ensure that if exterior windows can be opened to use for ventilation or illumination, that mesh screening, metal grills or other equivalent durable rust proof material be installed to prevent the entry of rodents, large insects or vermin.

SCHEDULE 'B'
ASSISTIVE EXAMPLE PHOTOS

As per Property Standards Order issued by Officer **MLEO MICKLEBURGH #408**, on:
January 21, 2026

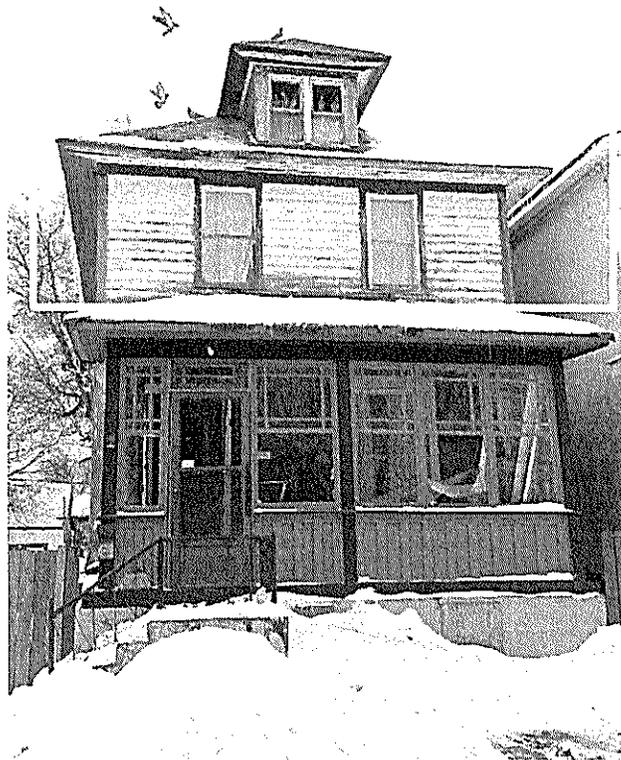
To: Hormisdas LEVESQUE
Address: 202 Phillips St, Thunder
Bay ON, P7B 5L7

Order Address: 527 McIntosh St, Thunder Bay,
ON P7C 3A1
Legal Description: PLAN 54 BLK 52 N PT LOT 17
REG 2875.00SF 25.00FR 115.00D
Roll # 04.112.09700.0000

The item(s) listed herein from Schedule A are in violation of the City of Thunder Bay Municipal Standards for Property By-Law BL 95/2022 and a Assistive Example photo(s) is/are included to assist in identifying deficiencies to be remedied:

Subject Property:

Item 1:



Front of residence

Deteriorated wood siding, soffit and fascia and window frames around the second level
Paint is peeling and damaged around the second level



Front of residence

Deteriorated wood siding, soffit and fascia and window frames around the second level
Paint is peeling and damaged around the second level



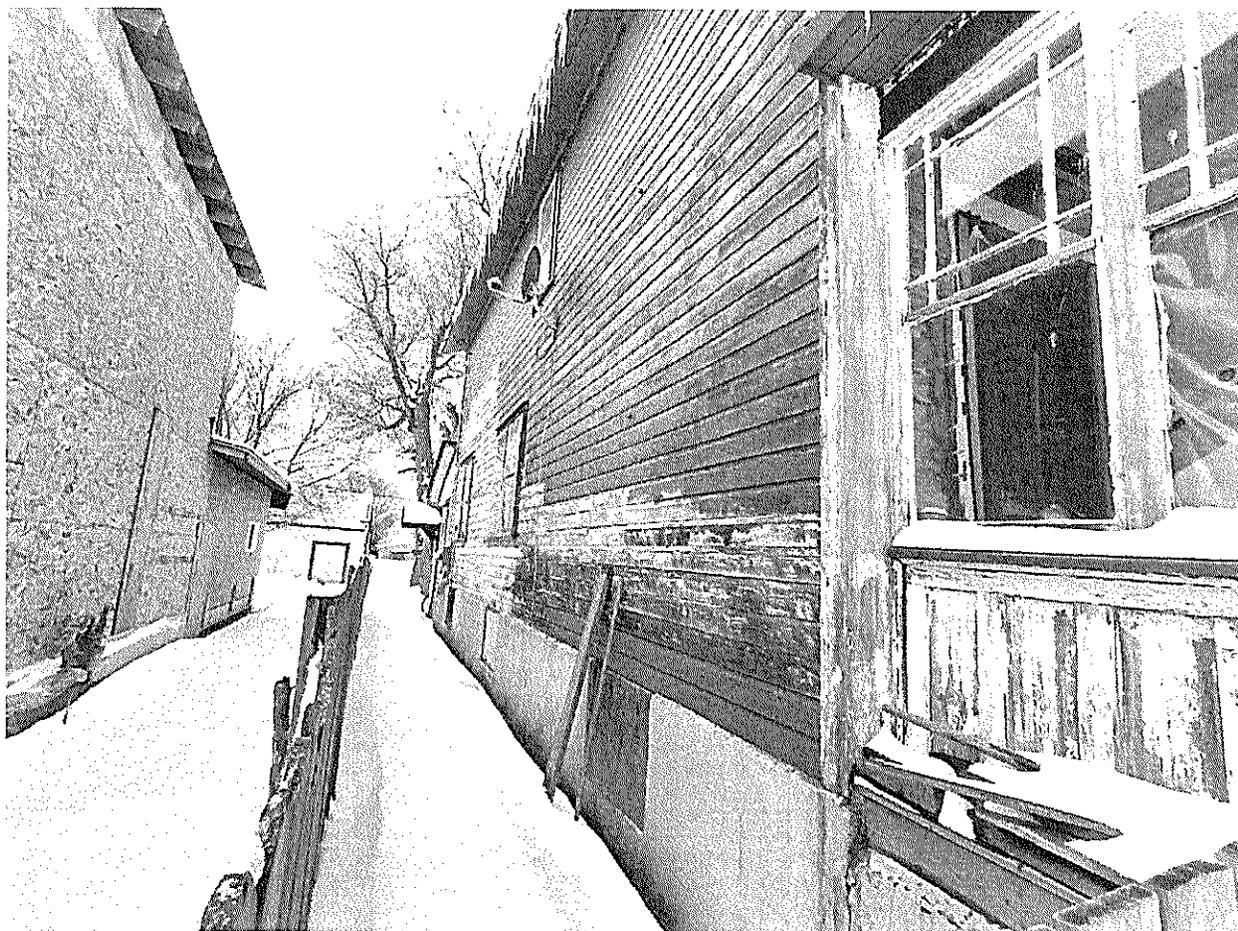
Front of residence
Deteriorated soffit and fascia around the second level dormer

*This document in an alternative format is available upon request.



South side of porch
Paint on wooden siding and window frames deteriorated

*This document in an alternative format is available upon request.



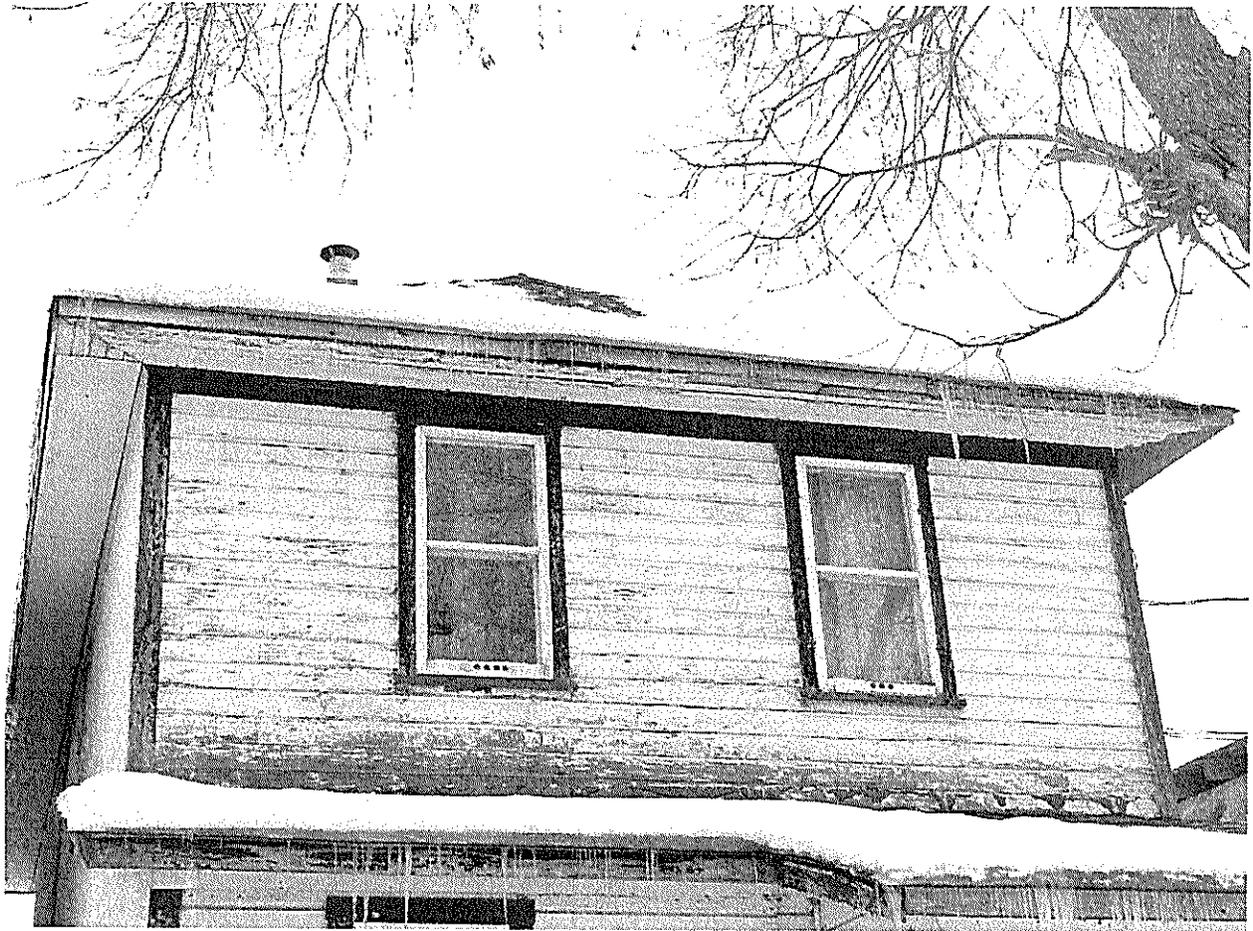
South side of residence

Partially painted wall, though much of the surface's paint remains deteriorated



Back of residence

Heavily deteriorated paint on all surfaces including wooden siding, window frames/trim, and soffit and fascia



Back of residence

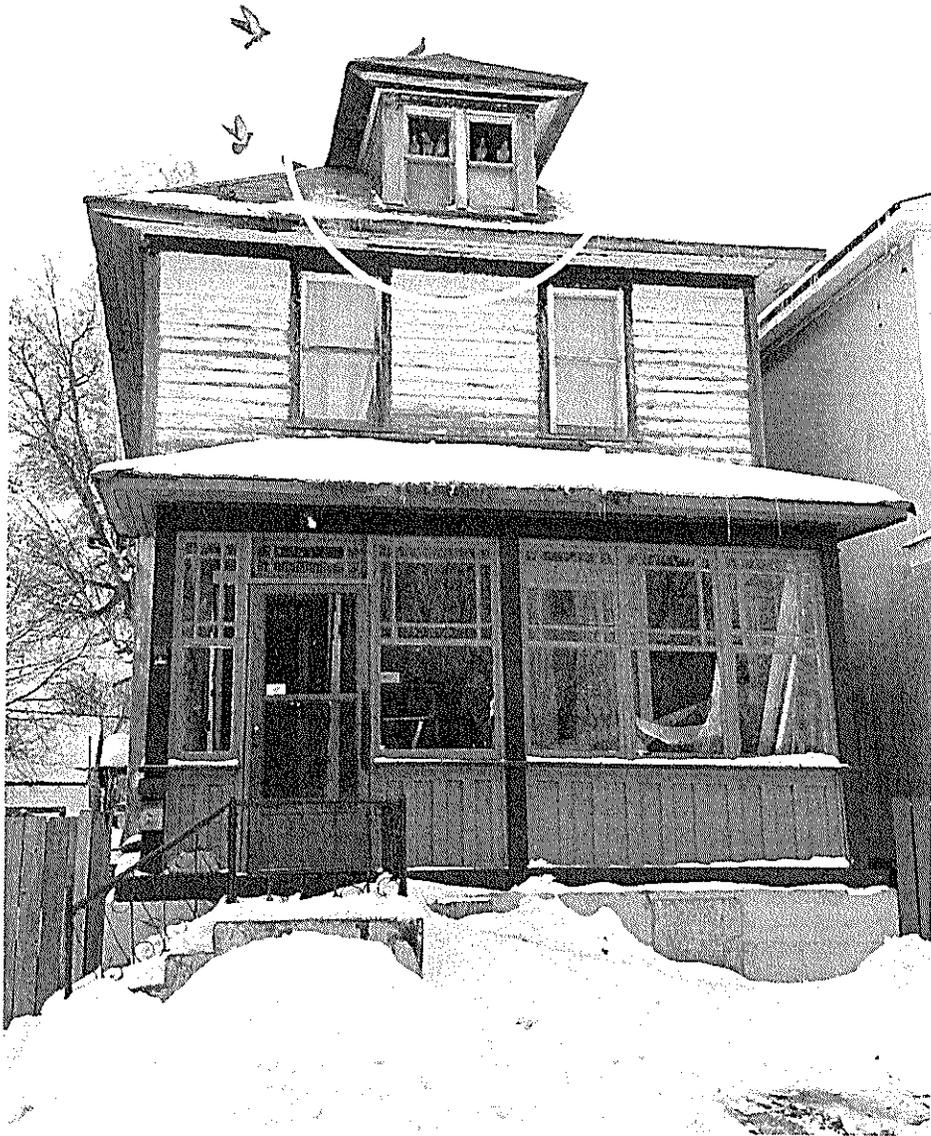
Heavily deteriorated paint on all surfaces including wooden siding, window frames/trim, and soffit and fascia



Back of residence

Heavily deteriorated paint on all surfaces including wooden siding, window frames/trim, and soffit and fascia

Item 2:



Front of residence

Second level dormer's windows are broken/missing allowing direct vermin access
Soffit and fascia in state of disrepair allowing vermin access

*This document in an alternative format is available upon request.



Front of residence

Second level dormer's windows are broken/missing allowing direct vermin access
Soffit and fascia in state of disrepair allowing vermin access

Item 3:



Front of porch
Second window from the right broken/missing

*This document in an alternative format is available upon request.



South side of porch
Right side window broken/missing

*This document in an alternative format is available upon request.

'SCHEDULE C'

IMPORTANT: Additional Information to Property Standards ORDER

As per Property Standards Order issued by Officer **MLEO MICKLEBURGH #408**, on: **January 21, 2026**

**To: Hormisdas LEVESQUE
Address: 202 Phillips St, Thunder
Bay ON, P7B 5L7**

**Order Address: 527 McIntosh St, Thunder Bay,
ON P7C 3A1
Legal Description: PLAN 54 BLK 52 N PT LOT 17
REG 2875.00SF 25.00FR 115.00D
Roll # 04.112.09700.0000**

Demolition- Where remedy not effected

Should you decide, for whatever reason(s), that you do not wish to make the required repairs/remedies as required by the Order, you are ordered to clear the land of all structures and materials/defects and leave in a graded and level condition. A demolition permit must be obtained, and the site cleared.

If you chose not to remedy the defects of the offending structure, demolition actions must be completed by the **COMPLIANCE DATE**.

PHOTOS: *Assistive Example Photo(s) in Schedule 'B'- Cautionary Note

*The "Defects photo(s)", listed in Schedule "B", are meant to represent an example of the defect type specified in the "Item" and may wholly or only partially represent all of the actual defect(s) that need to be remedied.

This means that other similar defects may be required to be remedied that do not appear in any specific photo(s) supplied and not every defect type may be represented by an Assistive Photo Example.

Clarification from the issuing Officer should be made where you are unclear of repair/remedy required for any particular defect.

Appeal Date/Time

Where you have properly filed an Appeal to an Order, the Secretary of the Property Standards Committee will arrange to convene the Committee at its earliest availability to hear your appeal; you will receive a Notice of the date, time and location for you to attend. If you fail to attend, the Committee may rule on your case without receiving any evidence from you. If you are unable to attend your hearing date, you should advise the Secretary of the Committee one week prior to the hearing date, to allow members, staff and other witnesses, proper notice.

Note: there is not an obligation for the Committee to reschedule, so the reason for rescheduling should be properly communicated to the Committee Secretary. The Committee will only schedule a Hearing once an Appeal is received, and a date is for such Appeal is confirmed with the Committee.

Appeal- Property Standards Committee

Appeals are heard (first level) in front of the Property Standards Committee, a quasi-judicial body that operates under the Provinces' Statutory Powers and Procedures Act. The process operates very similar to a Provincial Court or "Hearings" process where evidence is taken under oath, witnesses may be called, and evidence presented by each "side" and cross-examinations are permitted to allow the Committee to render an informed decision.

Appeal- Decision Limits- Property Standards Committee

The Property Standards Committee is empowered to do only three (3) things based on facts alone (they cannot rule on circumstance i.e., financial hardship, medical or personal issues, etc.):

- i) **Confirm the ORDER;** as legal and binding in present form, in all requirements and you must comply with original order.
- ii) **Modify the ORDER;** to confirm as legal and binding but to add/modify/remove specific repairs/remedies to be undertaken as to their completion and/or to the timeframes required to complete; and you must comply with modified Order.
- iii) **Rescind the ORDER;** the Committee does have the power to rescind the ORDER (based on facts only) and this would defer complying with the ORDER until either party exhausted the Appeal Process and may result in the ORDER being quashed and of no force or effect on you or reinstated and binding.

Appeal- of Committee Decision- Either Party- Superior Court

Where a decision has been rendered by the Property Standards Committee (Confirm, Modify, or Rescind) either party (i.e., Property Owner or Municipality) is entitled to only one additional Appeal. Where either party is not satisfied with the decision of the Property Standards Committee, an Appeal may be made to the Ontario Superior Court of Justice, where a Judge of that court shall hear the case.

Such Appeals (to Superior Court) can only be initiated through a formal process, established by the courts, and generally (not exclusively) require the aid of legal representation in the form of a lawyer to prepare and argue the merits of the Appeal.

Note: This level of Appeal is almost exclusively transcript-based, and reviews the facts already entered into evidence at the Property Standards Appeal Committee proceeding; new evidence is not generally permitted, except to remedy misleading evidence that concerns the overall outcome of the decision.

Your Right to Appeal- Appeal Decision Limitations: Superior Court Judge

The Judge of the Superior Court has the same powers and authority of the Property Standards Committee and is limited to the same three (3) decisions as the Property Standards Committee (See Appeal Decision Limits- Property Standards Committee).

End- Appeal Process

The decision of the Superior Court Judge is final and binding and not subject to any further levels of Appeal to any Canadian Court.

Should you wish to discuss any of the above information, or the terms of complying with the attached Property Standards Order, please do not hesitate to contact the undersigned at any time. Please remember that if you chose to file an Appeal, it must be done in writing to the Secretary of the Property Standards Committee; it cannot be done by calling the undersigned and must be sent Registered Mail and received via registered mail by the **Appeal Deadline Date**.

Re-inspection will be made after the **COMPLIANCE DATE**. For any inquiries, please contact the undersigned at (807) 577-MLEO (6536). If there is no answer, please provide your **FULL NAME** and the **FULL PROPERTY ADDRESS** the **ORDER** is regarding.

You may wish to obtain independent legal advice before you make any decisions; that is your right, but seeking such advice will not alter the **APPEAL DEADLINE DATE** or **COMPLIANCE DATE**.

SCHEDULE 'D'
CITY OF THUNDER BAY MUNICIPAL STANDARDS
FOR PROPERTY BY-LAW BL 95/2022
SECTIONS AND WORDINGS

As per Property Standards Order issued by Officer **MLEO MICKLEBURGH #408**, on:
January 21, 2026

To: Hormisdas LEVESQUE
Address: 202 Phillips St, Thunder
Bay ON, P7B 5L7

Order Address: 527 McIntosh St, Thunder Bay,
ON P7C 3A1
Legal Description: PLAN 54 BLK 52 N PT LOT 17
REG 2875.00SF 25.00FR 115.00D
Roll # 04.112.09700.0000

Defect Sections referred to in Schedule 'A', from the City of Thunder Bay Municipal Standards for Property By-Law BL 95/2022:

3. DEFINITIONS

- a) "Accessory Building" means a detached building or structure, not used for human habitation, that is subordinate to the primary use of the same property;
- b) "Act" means an enactment or statute of the Province of Ontario;
- c) "Approved" means acceptance by the Property Standards Officer;
- d) "Basement" means that portion of a Building between two floor levels, which is partly underground and which has at least one-half its height from finished floor to the underside of the first floor joists above the average finished grade level adjacent to the exterior walls of the building;
- e) "Building" means a type of structure having a roof supported by columns or walls designed for use for the accommodation or storage of persons, animals, goods, materials, or equipment;
- f) "Building Code" means the Building Code Act, S.O. 1992, c.23, as amended, and any regulations made there under;
- g) "Chief Building Official" means the Chief Building Official appointed under Section 3 of the Building Code Act, 1992, c. 23 and having jurisdiction for the enforcement thereof;
- h) "City" means the Corporation of the City of Thunder Bay; "the Corporation" shall have the same meaning;
- i) "Code" means a regulation of the Province of Ontario known: i. With respect to matters relating to building, as the Building Code; ii. with respect to matters relating to electricity, as the Electrical Safety Code; iii. with respect to matters relating to fire, as the Fire Code; and iv. with respect to matters relating to plumbing, as the Building Code; v. with respect to matters relating to elevating devices, as the Technical Standards and Safety Act, 2000. BY-LAW NUMBER BL 95/2022
- j) "Committee" means a Property Standards Appeal Committee established under this By-law;
- k) "Council" means the Council of the Corporation of the City of Thunder Bay;

*This document in an alternative format is available upon request.

- l) "C.S.A. B-365 Standard" means the Canadian Standards Association's approved Standard for solid wood burning fuel appliances and includes any amendments or replacement legislation to regulate solid fuel burning appliances;
- m) "Defect Notice" means a notice issued by an Officer that notifies the owner of property of defects therein, that do not comply with the provisions of this By-law and require an acknowledgement;
- n) "Dwelling" means a building, structure, mobile home or recreational vehicle with or without kitchen facilities or a part of such a building or structure, which is, or is intended to be used for the purpose of human habitation, and includes such a building, home or vehicle that would be or would be intended to be used for such purposes, except for its state of disrepair;
- o) "Dwelling Unit" means a room or suite of rooms operated as a housekeeping unit, used or intended to be used as a domicile by one or more persons and supporting general living conditions usually including cooking, eating, sleeping and sanitary facilities. Dwelling unit is two or more rooms used or designed to be used by one or more individuals as an independent or self-contained domestic unit or housekeeping establishment;
- p) "Exterior property area" means the building lot excluding buildings;
- q) "Fence" means any structure, wall or barrier, other than a building, erected at grade for the purpose of defining boundaries of property, separating open space, restricting ingress to or egress from property, providing security or protection to property or acting as a visual or acoustic screen;
- r) "First Storey" means that part of a building having a floor area closest to grade with a ceiling height of more than 1.8 metres (6 ft.) above grade;
- s) "Ground cover" means organic or non-organic material applied to prevent soil erosion such as concrete, flagstone, gravel, asphalt, grass or other landscaping; BY-LAW NUMBER BL 95/2022
- t) "Guard" means a balustrade or protective barrier installed around openings in floor areas or on the open sides of a stairway, a landing, a balcony, a mezzanine, a gallery, a raised walkway, and other locations as required to prevent accidental falls from one level to another. Such barriers may or may not have openings through them;
- u) "Habitable Room" means any room in a Dwelling unit lawfully used or designed to be used for the purposes of living, sleeping, eating, cooking or preparation of food and, without limiting the foregoing, shall include a den, library, sunroom, recreational room, or any combination thereof;
- v) "Hazard" means Lands, Buildings, structures, or materials that are in an Unsafe Condition, or is a source or a situation, with the potential for harm in terms of human injury or ill-health, damage to property, damage to the environment, risk of fire, or a combination of these and includes unsafe containers which have a closing or locking mechanism such that something or someone inside could be trapped and unable to be released without external assistance.
- w) "Inoperative Vehicle" means any Vehicle, motor vehicle, vessel, trailer or camping trailer which, that appears by reason of its appearance, mechanical, functional or structural condition not to be operative and includes those vehicles that require a valid license plate be displayed to operate on a highway and have in existence proof

*This document in an alternative format is available upon request.

- of a valid and current registration, pursuant to the provisions of the Highway Traffic Act and amendments thereto, regardless of whether it is required at the time of inspection, and includes all vehicles or vessels that are wrecked, discarded, dismantled or abandoned, or a vehicle or vessel which has had part or all of its superstructure or motor power removed;
- x) "Land" means property, whether or not it contains Buildings or Structures, and whether it is vacant or occupied. Reference to "Land" includes all Buildings and Structures, including fences, on the Land.
 - y) "Non-habitable space" means a bathroom, toilet room, water closet compartment, laundry, pantry, foyer, lobby, hall, corridor, stairway, passageway, closet, storage room, boiler room, furnace room, accessory space for service, maintenance or access within a Building, or a room or space which does not comply with the minimum standards for residential occupancy;
 - z) "MLEO" means any person appointed as a Municipal Law Enforcement Officer for the City, or a police officer.
 - aa) "Non-Residential Property" means a building or structure or part of a building or structure not occupied in whole or in part for the purpose of human habitation, and includes the lands and premises appurtenant, BY-LAW NUMBER BL 95/2022 and all of the outbuildings, fences, or erections thereon or therein;
 - bb) "Natural Garden Area" means a yard, or any portion thereof, containing vegetative growth deliberately implemented to produce ground cover, including one or more species of wildflowers, shrubs, perennials, grasses or combinations of them, whether native or non-native consistent with a managed and natural landscape, other than Turfgrass;
 - cc) "Nuisance" means any condition or use of Land which unreasonably interferes with the use and enjoyment of another person's Land. Examples include, but are not limited to: i. emissions of smoke, gas, fumes, dust, or sawdust; ii. objectionable odours; or iii. the unsightly storage of goods, wares, merchandise, debris or other material.
 - dd) "Officer (Property Standards)" means a Municipal Law Enforcement Officer who has been appointed by the City as a Property Standards Officer and been assigned the responsibility of administering and enforcing a by-law passed under section 15.1 of the Building Code;
 - ee) "Order" means an order, issued by a Officer (Property Standards), pursuant to section 15.2 of the Building Code Act, to remedy defects in standards for maintenance and occupancy; an Order-To-Comply has the same meaning.
 - ff) "Owner" shall include the registered property owner or agent thereof: a person having or appearing to have beneficial ownership or care and control of the property, and an owner as defined by the Building Code Act, 1992;
 - gg) "Potable Water" means water meeting all the provincial standards for drinking.
 - hh) "Person" means and includes any person, firm, partnership, corporation, company, association, or organization of any kind;
 - ii) "Safe Condition" means a condition that does not pose or constitute an undue or unreasonable hazard or risk to life, limb, or health of any person on or about the property, and includes a structurally sound condition;

- jj) "Sewage system" means the City of Thunder Bay's system of storm sewers, sanitary sewers and combined sewers, or a private sewage disposal system approved by the Chief Building Official for the City; BY-LAW NUMBER BL 95/2022
- kk) "Sign" means any device or notice, including its structure and other component parts, which is used or capable of being used to identify, describe, illustrate, advertise, or direct attention to any person, business, service, commodity or use;
- ll) "Swimming Pool" means an outdoor pool of water for swimming, bathing, wading, or reflecting, which is capable of retaining a water depth equal to or greater than sixty centimeters (60 cm) or twenty-four inches (24 in) at any point. The term does not include facilities for the purposes of providing water to livestock or for irrigation of crops which are associated with, and located on, Land devoted to the practice of farming.
- mm) "Unsafe Condition" is a descriptive phrase for Land, Buildings, Structures, or material, that are in a condition or state of repair that causes a hazard to life, limb, or health of any person authorized or expected to be on or near the Land in question.
- nn) "Unightly Condition" means, in relation to land, having an appearance that, because of the way in which the land is used, does not conform with the general appearance of other land in the locality or neighbourhood and could be described as inconsistent with the reasonable characteristics of the surrounding community
- oo) "Vacant Building" means a building that is partially or entirely vacant and includes a building that is partially or entirely vacant and occupied by unauthorized persons;
- pp) "Vehicle" means a motor vehicle, vessel, trailer, boat, motorized snow vehicle, off-road vehicle or other mechanical power driven equipment;
- qq) "Vermin" means mammals, birds, or insects injurious to humans, physical property, game, livestock, or crops. Examples include but are not limited to: skunks, rats, termites, poisonous insects or reptiles, moths, and mice;
- rr) "Visual barrier" shall mean a continuous, uninterrupted structure and/or fence which completely blocks lines of sight when viewed perpendicularly from either of its sides and shall consist of one or more of the following materials: wood, stone, bricks, mortar, fabricated metal, or other similarly solid material approved by the Chief Property Standards Officer or Chief Building Official;
- ss) "Waste" means any debris, rubbish, refuse, sewage, effluent, discard, or garbage of a type arising from a residence, belonging to or associated with a house or use of a house or residential property and/or BY-LAW NUMBER BL 95/2022 from industrial or commercial operations, or belonging to or associated with industry or commerce or industrial or commercial property, which for greater certainty includes all garbage, discarded material or things, broken or dismantled things, and materials or things exposed to the elements, deteriorating or decaying on a property due to exposure or the weather;
- tt) "Yard" means the land other than publicly owned land around or appurtenant to the whole or any part of a residential or non-residential property and used or capable of being used in connection with the property.

4. GENERAL

- a) No person, being the owner or occupant of a property, shall fail to repair and maintain the property in conformity with the standards set out in this By-law.
- b) No person, being the owner or occupant of a property, shall fail to repair and maintain the property in conformity with any safety standards required by a Code, when such provision(s) provide for the protection of persons in relation to the use of the property, regardless whether that standard is specifically set out in this By-law or not.
- c) The owner of any property which does not conform to the standards in this By-law shall repair and maintain the property to conform to the standards or shall clear the property of all buildings, structures, garbage, rubbish, waste, or accumulations of such materials that prevent access to or exit from the property in the case of emergency, or other safety or health hazard, and shall leave the property in a graded and leveled condition.
- d) The owner of any property that has not complied with a confirmed order that seeks to remedy any Unsafe Condition shall not occupy or permit the occupancy of the property until such time as the order has been complied with or the property is cleared of all structures and left in a graded and level condition.
- e) All repairs and maintenance of property required by this By-law shall be carried out in a manner and with materials that are accepted as good workmanship in the trades concerned.
- f) For the purposes of subsection e) and without limiting subsection e), “carried out in a manner and with materials that are accepted as good workmanship in the trades concerned” includes:
 - i. carried out with materials suitable and sufficient for that purpose and free from defects; and
 - ii. carried out in a manner consistent with the recognized national and international industry best practices, including those of the Canadian Construction Association; and
 - iii. where required by law, or in accordance with recognized industry best practices, carried out by a duly qualified and/or licenced person in the trade concerned.
- g) All new construction or extensive repairs shall conform to the *Ontario Building Code* where applicable.
- h) This By-law does not apply so as to prevent a farm, meeting the definition of “agricultural operation” under the *Farming and Food Production Protection Act*, 1998, S.O. 1998, c. 1, from carrying out a normal farm practice as provided for and defined under that Act.
- i) Nothing in this By-law, including the doing of any required works to comply with this By-law or an Order or Defect Notice hereunder, shall be construed or interpreted as relieving any person of other legislative requirements that must be complied with.
- j) All lands and structures thereon, including fences, that are subject to deterioration due to the exposure of surfaces to the elements, including weather, sun, and other environmental factors, that may cause degradation, shall, where appropriate and required, be maintained through the proper application of preservative coating such as paints, stains, or through other specific treatments designed to protect and maintain those surface areas requiring treatment.

k) All lands and structures thereon, including fences, shall be kept clear and free from graffiti, unauthorized signs, objectionable defacements, or similar markings.

6. EXTERIOR PROPERTY

a) All exterior areas of a property shall be kept clean and free of litter, rubbish, waste, salvage, refuse, dead, decaying, or damaged trees, branches and limbs, or any other objects or conditions that might create a health, fire, accident hazard, or Unsafe Condition.

b) Every property shall be kept free from garbage, rubbish, waste, or accumulations of any materials that prevent access to or exit from the property

c) Without restricting the generality of this Section, the maintenance of Land includes the removal of:

- i. Rubbish, garbage, waste, litter and debris;
- ii. Injurious insects, termites, rodents, vermin and other pests; and any condition which may promote an infestation;
- iii. Wrecked, dismantled, inoperative vehicles, discarded or unlicensed vehicles, vessels, off-road vehicles, trailers, machinery or parts thereof, except in an establishment licensed or authorized to conduct a salvage, wrecking or repair business and then only if such establishment conforms with any relevant By-laws or statutes; and
- iv. Dilapidated or collapsed buildings, structures or erections, and the filling in or protecting of any unprotected well.

22.EXTERIOR WALLS, SURFACES, CLADDING AND MASONRY

All exterior walls and surfaces of every building or structure shall be sound, plumb, weathertight, free from holes, loose or unsecured objects, maintained in good repair and:

a) free from missing, cracked, or broken masonry units, missing, defective, or deteriorated wood, metal siding, or trim, missing, cracked, broken, or loose stucco, or other loose or unsecured objects;

b) shall be so maintained by the painting, restoring, or repairing of the walls, coping, or flashing, by the waterproofing of joints and the walls themselves, by the installation of, or repairing of, weathertight finishing, or the installation of termite shields, if required;

c) all exterior surfaces that have previously been covered with paint or other protective or decorative materials shall be maintained in good repair and the covering renewed when it becomes damaged or deteriorated; and

d) Every part of a building, including the exterior, shall be maintained in a structurally sound condition so as to be capable of sustaining safely its own weight and any additional weight that may be put on it through normal use.

23.DOORS – WINDOWS – CELLARS – HATCHWAYS

a) Windows, skylights, exterior doors and frames, basement or cellar hatchways, attic access doors including storm and screen doors, and storm windows shall be maintained in good working order, good repair, in a Safe Condition and shall be of such construction so as to prevent the entrance of wind, snow, or rain into the building and to minimize heat loss through infiltration.

b) At least one entrance door in every Dwelling Unit shall have hardware BY-LAW NUMBER BL 95/2022 so as to be capable of being locked from inside and outside the Dwelling Unit.

c) All windows capable of being opened and all exterior doors shall have hardware so as to be capable of being locked or otherwise secured from inside the building.

d) All windows capable of being opened shall be equipped with a screen to prevent the passage of insects and the screen shall be maintained in a good condition.

24.WINDOW SCREENS

When an exterior opening is used or required for ventilation or illumination and is not required to be protected by a door, window, or similar closure, it shall be protected with:

a) mesh screening, metal grills, or other equivalent durable rust proof material; or

b) other protection so as to effectively prevent the entry of rodents, large insects, or vermin.

31.DEMOLITION OF STRUCTURES

a) Where a building, accessory building, fence, or other structure is demolished, the property shall be cleared of all rubbish, waste, refuse, masonry, lumber, wood, and other materials and left in a graded and leveled condition.

b) Where a building, accessory building, fence, or other structure is being demolished, every precaution shall be taken to protect the adjoining property and members of the public. The precautions to be taken include the erection of fences, barricades, covered walkways for pedestrians and any other means of protection necessary for the protection of the adjoining property and members of the public.

c) Demolition activities shall be controlled with appropriate measures to protect the surrounding neighbourhood lands, including City lands and highways, from nuisance or hazardous dust, vibrations, and litter.

49. PEST CONTROL

Every property shall be maintained so as to be free from vermin and conditions that may promote an infestation at all times.

To The Property standards committee:

my name is Monique Duggan
26837 33 ave Aldergrove BC V4W-3G6
Property in Question is 122 Pruden st
Thunder Bay Ont.

The reason I am writing to appeal the deadline is, I am still in the process of fighting the insurance companies decision and I have 2 years to do so which ends Dec 12/2026.

When I had a conversation with Matt budge #408 on Jan 30th at 9:01am my time. he said I only needed to reboard upper window in the back and board the broken Porch window in the front and also fix up the soffits. Then I receive 31 pages of a whole lot more. I can have the 3 things we talked about done by deadline but the rest is honestly unrealistic in 4 months. I didn't even get a realistic time frame to appeal.

Pg 2.

last year I dealt with officer Pittman about having the yard dealt with and I did everything he asked of me.

I am not trying to be difficult but I have seen way worse homes in Thunder Bay that people live in and nobody is concerned with them. I am from Thunder Bay originally so I do see living conditions there. So I am asking for more time. It's still an insurance issue to fix the house I just need to fight them.

Thanks

Chonique Ouge

1-778-549-5296



CORPORATE SERVICES
MUNICIPAL ENFORCEMENT SERVICES
882 Alloy Place
Thunder Bay, Ontario, P7B 6E6
Tel: (807) 577-MLEO (6536)

**PROPERTY STANDARDS
ORDER**

Issued pursuant to section 15.2(2) of
The Building Code Act, S.O. 1992, Chapter C23, as amended

RE: Occurrence Number # EF: 2025 500324 EF

To: Monique DUGGAN, Richard
SELNES
Address: 26837 33 Avenue,
Aldergrove, BC, V4W 3G6

Order Address: 122 Pruden St, Thunder Bay, ON,
P7C 2J7
Legal Description: PLAN 54 BLK 14 LOT 16 REG
2875.00 SF 25.00FR 115.00D
Roll # 04.124.05900.0000

A Property Standards Officer had inspected the above-described property.

The inspection revealed that in some respects the property does not conform to the standards prescribed by the City of Thunder Bay Municipal Standards for Property By-Law BL 95/2022.

IT IS ORDERED THAT the repairs necessary to correct the defects set out in Schedule 'A' be carried out and the property brought to a condition of compliance with the prescribed standards or clear the land of all offending structures and materials/defects and leave site in a graded and level condition, on or before the **June 1, 2026. (COMPLIANCE DATE)**

YOU ARE ADVISED THAT if you are not satisfied with the terms or conditions of the Order you may appeal to the Property Standards Committee by sending a Notice of Appeal by Registered Mail to, and to be received by:

**Secretary, Property Standards Committee
City Hall
500 Donald St E
Thunder Bay, Ontario, P7E 5V3**

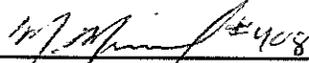
On or before **February 23, 2026. (APPEAL DEADLINE DATE)**

In the event that no appeal is submitted, within the above-prescribed period, the Order shall be deemed to be confirmed and shall be final and binding upon you, requiring you to comply with its Terms within the time and in the manner specified in the Order.

Where it has been determined that the necessary repairs or demolition has not been completed in accordance with this Order, as confirmed or modified, in addition to any

possible court action, the municipality may cause the property to be repaired or demolished. The costs of such action shall be deemed a lien, on the land with priority lien status and may be collected in the same manner as municipal real property taxes, as set out in Section 1 of the Municipal Act, S.O. 2001, c.25, as amended.

Order Issued: February 4, 2026
City of Thunder Bay
882 Alloy Place,
Thunder Bay, Ontario P7B 6E6
Phone: (807) 577-MLEO (6536)



MLEO MICKLEBURGH # 408
Property Standards Enforcement
Tel: (807) 577-MLEO (6536)

'SCHEDULE A'

As per Property Standards Order issued by Office **MLEO MICKLEBURGH #408**, on:
February 4, 2026

To: Monique DUGGAN, Richard SELNES
Address: 26837 33 Avenue,
Aldergrove, BC, V4W 3G6

Order Address: 122 Pruden St, Thunder Bay, ON,
P7C 2J7
Legal Description: PLAN 54 BLK 14 LOT 16 REG
2875.00 SF 25.00FR 115.00D
Roll # 04.124.05900.0000

The item(s) listed herein are in violation of the City of Thunder Bay Municipal Standards for Property By-Law BL 95/2022 and prescribed remedies are provided:

ITEM	SECTION	LOCATION	REQUIREMENTS (Summary)
1	Section 23 DOORS - WINDOWS - CELLARS - HATCHWAYS	Assistive Photos Attached All windows and doors on the building	Windows, exterior doors and frames, basement or cellar hatchways, including storm and screen doors, and storm windows shall be maintained in good working order, good repair and in safe condition
REQUIRED REPAIR//REMEDY			
<p>Namely: Many windows and doors on the property are in a state of disrepair, broken or boarded. The back, right side second level window is completely open to the inside of the building. There is a hole in the right side front porch window.</p> <p>Repair or replace any broken or damaged windows and doors of the building and maintain all windows and doors in good working order, good repair and in a safe condition.</p>			

ITEM	SECTION	LOCATION	REQUIREMENTS (Summary)
2	Section 30 FIRE OR STORM DAMAGE	Assistive Photos Attached Interior of building Peak of roof soffit and fascia at the back (southwest) of residence	Buildings, or portions thereof, that have been damaged by fire, flood, storms or other circumstance, shall be repaired to their original condition in conformity with the Code and the standards set out in this By-law, or shall be demolished accordingly
REQUIRED REPAIR//REMEDY			
<p>Namely: The fire damaged building is state of disrepair</p> <p>Repair the building to its original condition in conformity with the Code and the standards set out in this By-law, or demolish the building accordingly.</p>			

ITEM	SECTION	LOCATION	REQUIREMENTS (Summary)
3	Section 31 DEMOLITION OF STRUCTURES	Residence building	Where a building, accessory building, fence, or other structure is demolished, the property shall be cleared of all rubbish, waste, refuse, masonry, lumber, wood, and other materials and left in a graded and leveled condition
REQUIRED REPAIR//REMEDY			
<p>Namely: The fire damaged building is in a state of disrepair.</p> <p>Repair the building to its original condition in conformity of the Code and the standards set out in this By-law or demolish the building accordingly.</p> <p>Demolition activities shall be controlled with appropriate measures to protect the surrounding neighbourhood lands, including City lands and highways, from nuisance or hazardous dust, vibrations and litter.</p>			

ITEM	SECTION	LOCATION	REQUIREMENTS (Summary)
4	Section 37 HEATING SYSTEMS Section 39 ELECTRICAL Section 43 PLUMBING	Residential building	<p>It is the responsibility of the owner that all heating and mechanical systems, and their components be installed, operational, and maintained in good working order.</p> <p>Every dwelling and dwelling unit shall be wired for electricity and shall be connected to an approved electrical system. An adequate supply of electrical power shall be available in all occupied parts of every dwelling suite and building.</p> <p>All plumbing, drainpipes, water pipes, and plumbing fixtures in every building and every connecting line to the sewage system shall be maintained in good working order, and free from leaks and defects and all water pipes and appurtenances thereto shall be protected from freezing. Plumbing systems on a property shall be in compliance with the respective requirements of any applicable Act, Code, or By-law</p>
REQUIRED REPAIR//REMEDY			
<p>Namely: The heating, cooling, insulation and moisture management systems must function properly to provide service required and protect the structure from moisture hazards. The systems must conform to the standards set out in the applicable Code(s) and the Canadian Standards Association B365 standard. A certificate of inspection is to be provided to the Property Standards Officer.</p> <p>The plumbing system and water supply must be fully functional and meet or exceed the current Building Code Act. A Certificate of Inspection is to be provided to the Property Standards Officer.</p> <p>The electrical system must be fully functional and meet or exceed the current Electrical Safety Authority (ESA) standards for the type of use and demonstrate it has passed an ESA inspection. A Certificate of Inspection is to be provided to the Property Standards Officer.</p>			

The building must be repaired to functional and livable standard, to the requirements of any applicable Act, Code or Bylaw

ITEM	SECTION	LOCATION	REQUIREMENTS (Summary)
5	Section 6 EXTERIOR PROPERTY Section 49 PEST CONTROL	Assistive Photos Attached -Fascia of front porch -Second story northwest facing window -Roof of building -Fascia of back porch	6c) Without restricting the generality of this Section, the maintenance of Land includes the removal of: ii) Injurious insects, termites, rodents, vermin and other pests; and any condition which may promote infestation 49. Every property shall be maintained so as to be free from any vermin and conditions that may promote an infestation at all times

REQUIRED REPAIR//REMEDY

Namely: The building contains vermin access points.

The soffit and fascia on the east side of the building are in a state of disrepair allowing access to vermin.

The back, right side second level window is completely open to the inside of the building, allowing access to vermin.

Remove any vermin infestation, and repair all deficiencies to prevent any future infestation.

ITEM	SECTION	LOCATION	REQUIREMENTS (Summary)
6	Section 16 ACCESSORY BUILDINGS	Assistive Photos Attached Shed in back yard -No door on shed	The foundations, walls, roofs, and all parts of accessory buildings and other structures appurtenant to the main building shall be: a) constructed with suitable materials; b) maintained in good repair; c) protected from deterioration by the application of paint or other suitable protective material; and d) free from graffiti, unauthorized signs, or similar defacements and markings.
REQUIRED REPAIR//REMEDY			
Namely: The shed in the back yard does not have a door, allowing access to vermin, and persons. Secure shed by sealing entrance, or install a door.			

ITEM	SECTION	LOCATION	REQUIREMENTS (Summary)
7	Section 22 EXTERIOR WALLS, SURFACES, CLADDING AND MASONRY	Assistive Photos Attached -Front facing fascia on porch and main roof structure -Soffit and fascia on east side of building	<p>All exterior walls and surfaces of every building or structure shall be sound, plumb, weathertight, free from holes, loose or unsecured objects, maintained in good repair and:</p> <p>a) free from missing, cracked, or broken masonry units, missing, defective, or deteriorated wood, metal siding, or trim, missing, cracked, broken, or loose stucco, or other loose or unsecured objects;</p> <p>b) shall be so maintained by the painting, restoring, or repairing of the walls, coping, or flashing, by the waterproofing of joints and the walls themselves, by the installation of, or repairing of, weathertight finishing, or the installation of termite shields, if required;</p> <p>c) all exterior surfaces that have previously been covered with paint or other protective or decorative materials shall be maintained in good repair and the covering renewed when it becomes damaged or deteriorated; and</p> <p>d) Every part of a building, including the exterior, shall be maintained in a structurally sound condition so as to be capable of sustaining safely its own weight and any additional weight that may be put on it through normal use.</p>

REQUIRED REPAIR//REMEDY

Namely: The fascia on the front porch and front main roof structure's brown paint is deteriorated. The soffit and fascia on the east side of the building is in a state of disrepair.

The paint on all surfaces of the back yard shed is deteriorated.

Renew exterior surfaces which have previously been covered in paint and have since deteriorated.

Repair soffit and fascia on east side of the building, assuring it is plumb, weathertight, free from holes, loose or unsecured objects and maintained in good repair.

**SCHEDULE 'B'
ASSISTIVE EXAMPLE PHOTOS**

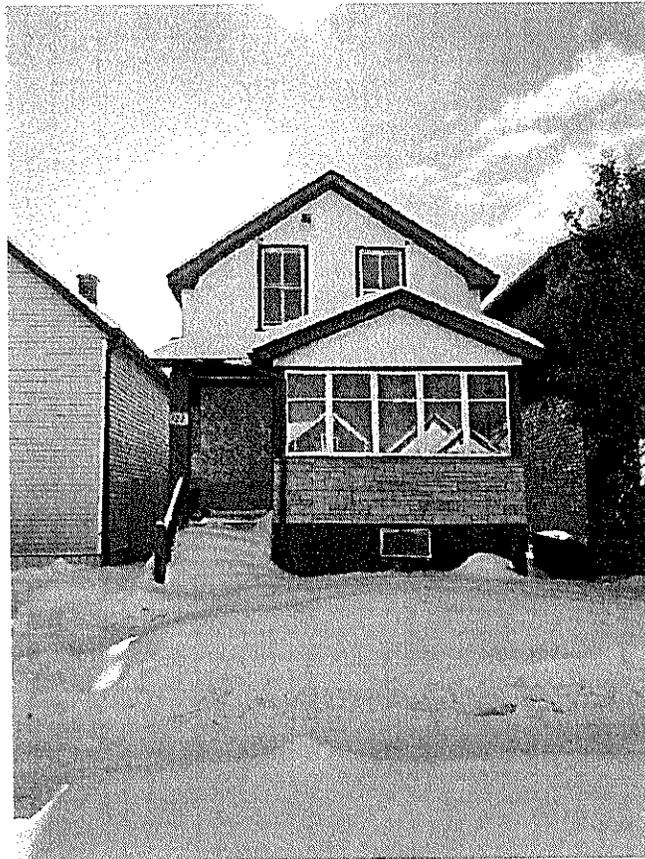
As per Property Standards Order issued by Officer **MLEO MICKLEBURGH #408** , on:
February 4, 2026

To: Monique DUGGAN, Richard SELNES
Address: 26837 33 Avenue, Aldergrove, BC, V4W 3G6

Order Address: 122 Pruden St, Thunder Bay, ON, P7C 2J7
Legal Description: PLAN 54 BLK 14 LOT 16 REG 2875.00 SF 25.00FR 115.00D
Roll # 04.124.05900.0000

The item(s) listed herein from Schedule A are in violation of the City of Thunder Bay Municipal Standards for Property By-Law BL 95/2022 and a Assistive Example photo(s) is/are included to assist in identifying deficiencies to be remedied:

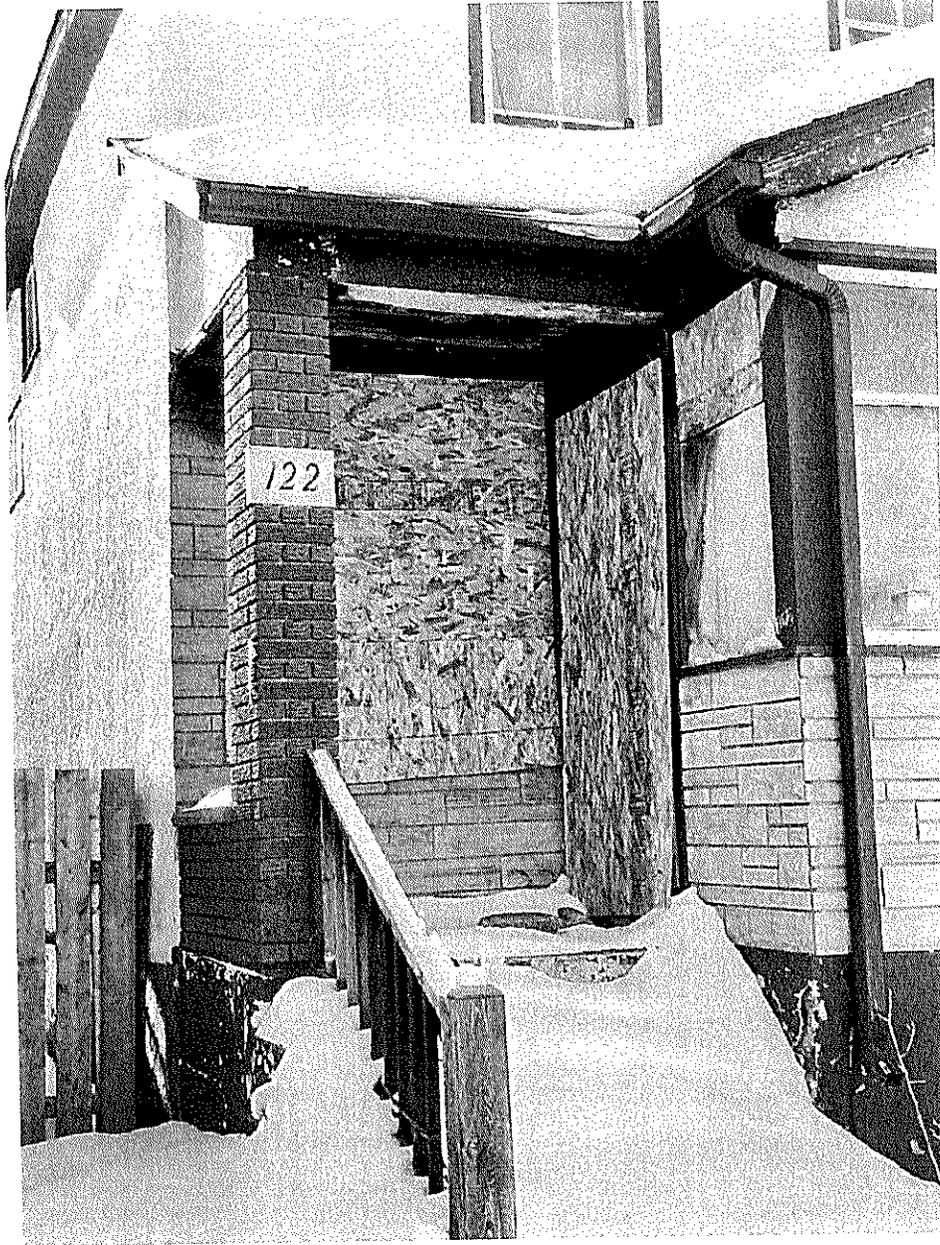
Item 1:



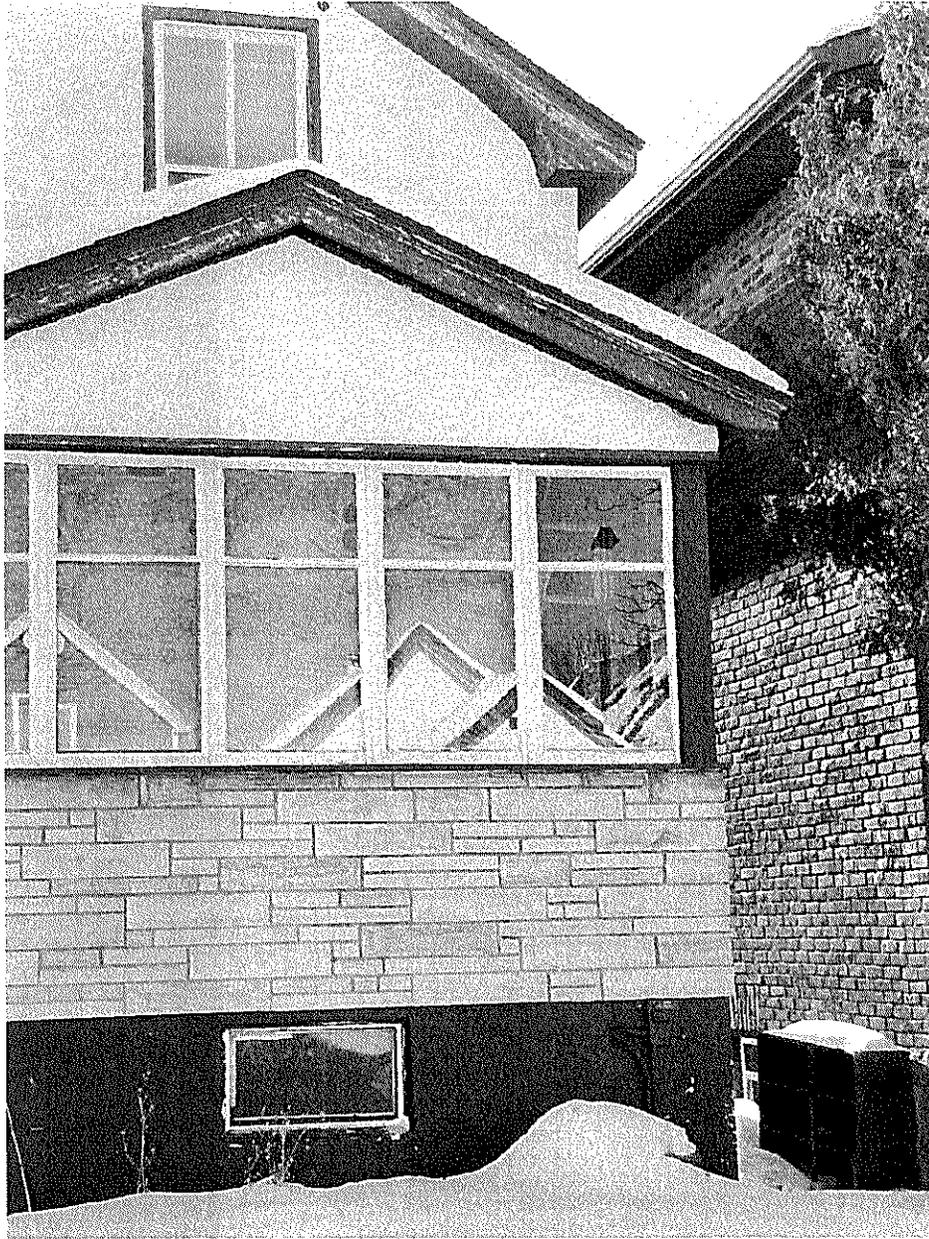
Front of building

- Window at front entrance and main door on secured using plywood
- Hole in upper pane of right side porch window

*This document in an alternative format is available upon request.



Front entrance
-Windows and door boarded



Front of building
-Hole in top pane of far-right porch window

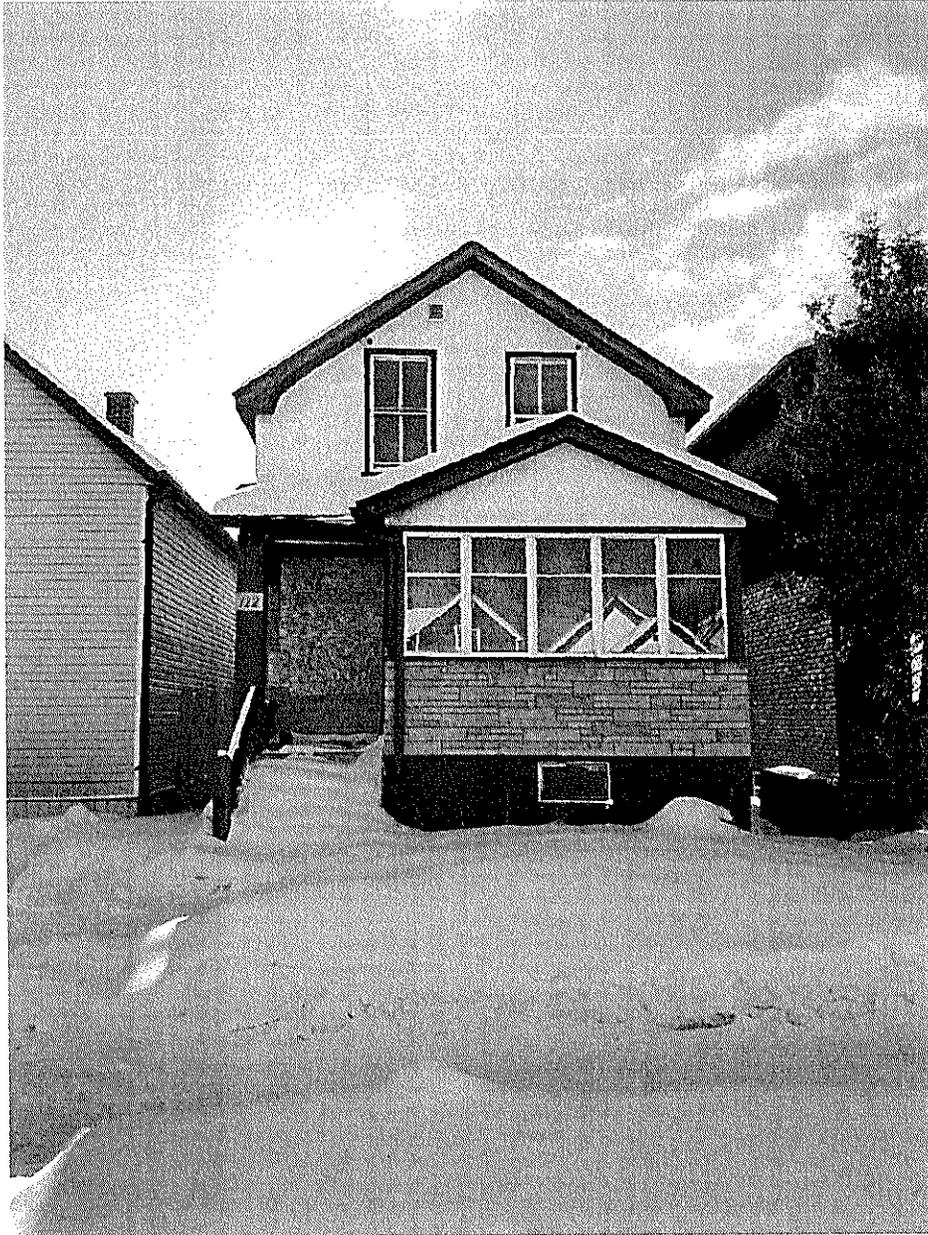
*This document in an alternative format is available upon request.



Back of building

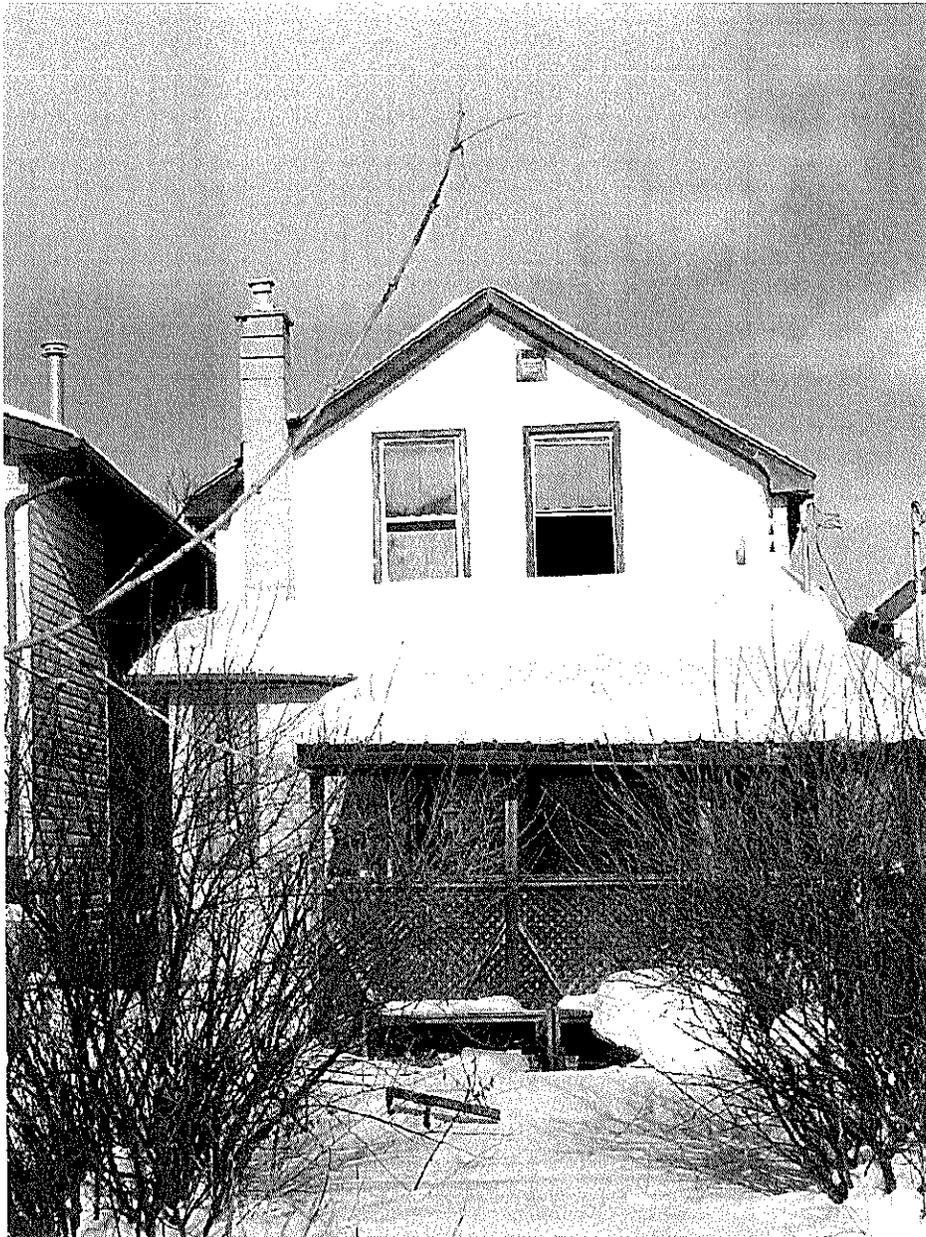
- Back entrance boarded
- Left side second level window boarded
- Right side second level window open/broken with no screen

Item 2:



Fire damaged building

Item 5:



Back of building

-Second level right side window open, allowing access to vermin

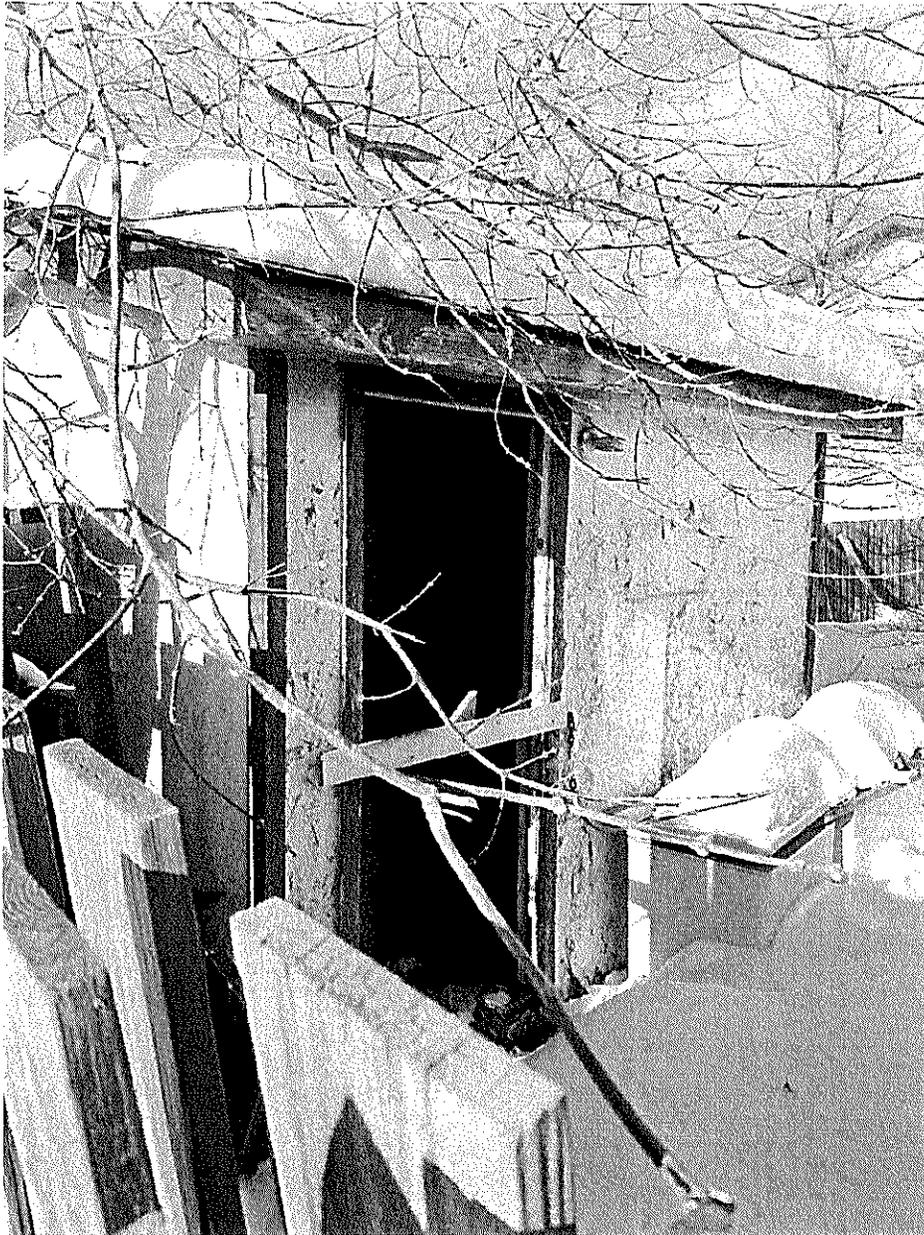


East side of building

-Heavily damaged soffit and fascia, allows vermin access

*This document in an alternative format is available upon request.

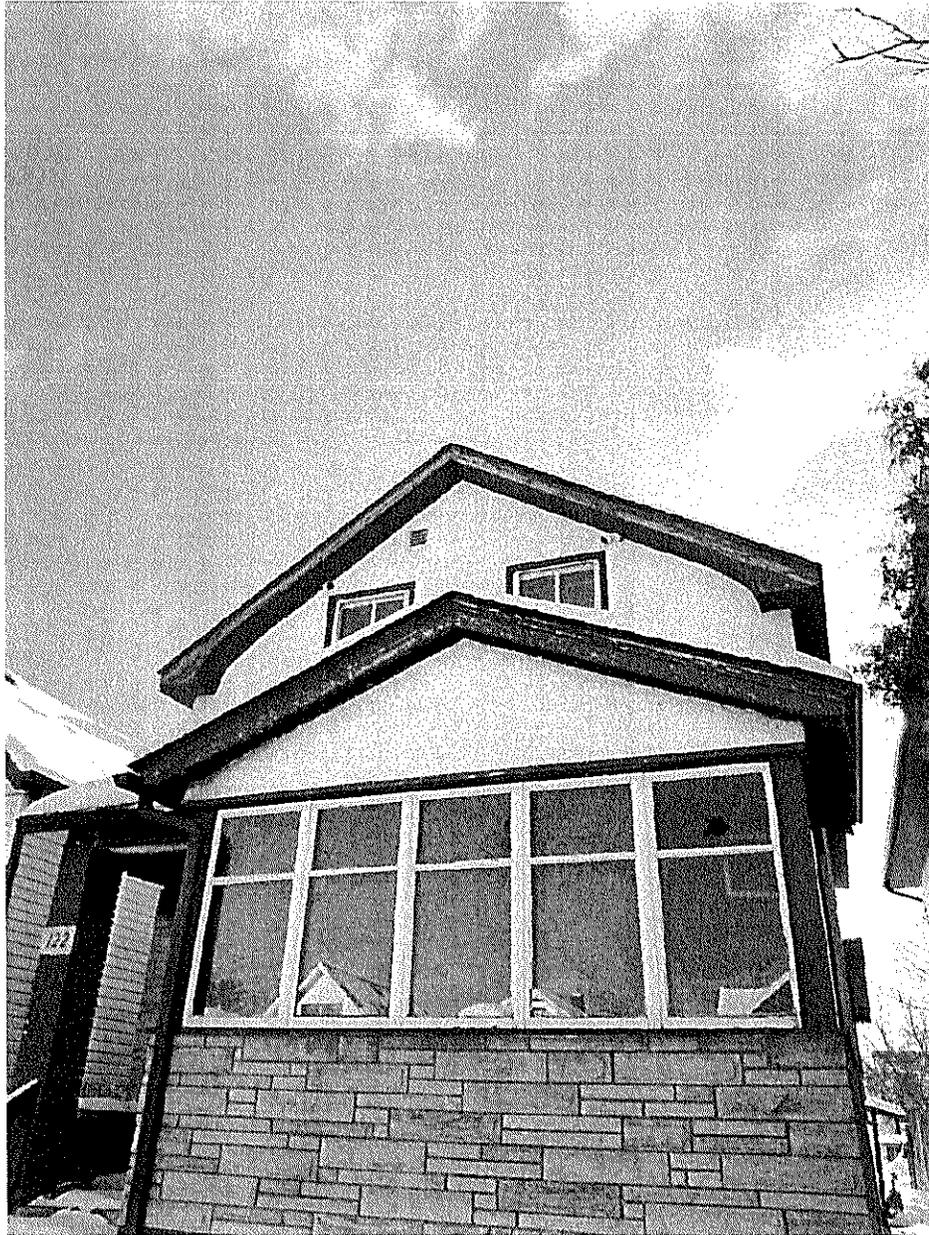
Item 6:



Back yard shed
No door installed, insecure.

*This document in an alternative format is available upon request.

Item 7:



Front of building

-Paint deteriorated on fascia of both the front porch and main roof structure



East side of building
-Soffit and fascia in state of disrepair

'SCHEDULE C'

IMPORTANT: Additional Information to Property Standards ORDER
--

As per Property Standards Order issued by Officer **MLEO MICKLEBURGH #408**, on:
February 4, 2026

To: Monique DUGGAN, Richard SELNES
Address: 26837 33 Avenue, Aldergrove, BC, V4W 3G6

Order Address: 122 Pruden St, Thunder Bay, ON, P7C 2J7
Legal Description: PLAN 54 BLK 14 LOT 16 REG 2875.00 SF 25.00FR 115.00D
Roll # 04.124.05900.0000

Demolition- Where remedy not effected

Should you decide, for whatever reason(s), that you do not wish to make the required repairs/remedies as required by the Order, you are ordered to clear the land of all structures and materials/defects and leave in a graded and level condition. A demolition permit must be obtained, and the site cleared.

If you chose not to remedy the defects of the offending structure, demolition actions must be completed by the **COMPLIANCE DATE**.

PHOTOS: *Assistive Example Photo(s) in Schedule 'B'- Cautionary Note

*The "Defects photo(s)", listed in Schedule "B", are meant to represent an example of the defect type specified in the "Item" and may wholly or only partially represent all of the actual defect(s) that need to be remedied.

This means that other similar defects may be required to be remedied that do not appear in any specific photo(s) supplied and not every defect type may be represented by an Assistive Photo Example.

Clarification from the issuing Officer should be made where you are unclear of repair/remedy required for any particular defect.

Appeal Date/Time

Where you have properly filed an Appeal to an Order, the Secretary of the Property Standards Committee will arrange to convene the Committee at its earliest availability to hear your appeal; you will receive a Notice of the date, time and location for you to attend. If you fail to attend, the Committee may rule on your case without receiving any evidence from you. If you are unable to attend your hearing date, you should advise the Secretary of the Committee one week prior to the hearing date, to allow members, staff and other witnesses, proper notice.

Note: there is not an obligation for the Committee to reschedule, so the reason for rescheduling should be properly communicated to the Committee Secretary. The Committee will only schedule a Hearing once an Appeal is received, and a date is for such Appeal is confirmed with the Committee.

Appeal- Property Standards Committee

Appeals are heard (first level) in front of the Property Standards Committee, a quasi-judicial body that operates under the Provinces' Statutory Powers and Procedures Act. The process operates very similar to a Provincial Court or "Hearings" process where evidence is taken under oath, witnesses may be called, and evidence presented by each "side" and cross-examinations are permitted to allow the Committee to render an informed decision.

Appeal- Decision Limits- Property Standards Committee

The Property Standards Committee is empowered to do only three (3) things based on facts alone (they cannot rule on circumstance i.e., financial hardship, medical or personal issues, etc.):

- i) **Confirm the ORDER;** as legal and binding in present form, in all requirements and you must comply with original order.
- ii) **Modify the ORDER;** to confirm as legal and binding but to add/modify/remove specific repairs/remedies to be undertaken as to their completion and/or to the timeframes required to complete; and you must comply with modified Order.
- iii) **Rescind the ORDER;** the Committee does have the power to rescind the ORDER (based on facts only) and this would defer complying with the ORDER until either party exhausted the Appeal Process and may result in the ORDER being quashed and of no force or effect on you or reinstated and binding.

Appeal- of Committee Decision- Either Party- Superior Court

Where a decision has been rendered by the Property Standards Committee (Confirm, Modify, or Rescind) either party (i.e., Property Owner or Municipality) is entitled to only one additional Appeal. Where either party is not satisfied with the decision of the Property Standards Committee, an Appeal may be made to the Ontario Superior Court of Justice, where a Judge of that court shall hear the case.

Such Appeals (to Superior Court) can only be initiated through a formal process, established by the courts, and generally (not exclusively) require the aid of legal representation in the form of a lawyer to prepare and argue the merits of the Appeal.

Note: This level of Appeal is almost exclusively transcript-based, and reviews the facts already entered into evidence at the Property Standards Appeal Committee proceeding; new evidence is not generally permitted, except to remedy misleading evidence that concerns the overall outcome of the decision.

Your Right to Appeal- Appeal Decision Limitations: Superior Court Judge

The Judge of the Superior Court has the same powers and authority of the Property Standards Committee and is limited to the same three (3) decisions as the Property Standards Committee (See Appeal Decision Limits- Property Standards Committee).

End- Appeal Process

The decision of the Superior Court Judge is final and binding and not subject to any further levels of Appeal to any Canadian Court.

Should you wish to discuss any of the above information, or the terms of complying with the attached Property Standards Order, please do not hesitate to contact the undersigned at any time. Please remember that if you chose to file an Appeal, it must be done in writing to the Secretary of the Property Standards Committee; it cannot be done by calling the undersigned and must be sent Registered Mail and received via registered mail by the **Appeal Deadline Date**.

Re-inspection will be made after the **COMPLIANCE DATE**. For any inquiries, please contact the undersigned at (807) 577-MLEO (6536). If there is no answer, please provide your **FULL NAME** and the **FULL PROPERTY ADDRESS** the **ORDER** is regarding.

You may wish to obtain independent legal advice before you make any decisions; that is your right, but seeking such advice will not alter the **APPEAL DEADLINE DATE** or **COMPLIANCE DATE**.

SCHEDULE 'D'
CITY OF THUNDER BAY MUNICIPAL STANDARDS
FOR PROPERTY BY-LAW BL 95/2022
SECTIONS AND WORDINGS

As per Property Standards Order issued by Officer **MLEO MICKLEBURH #408**, on:
September 5, 2025

**To: Monique DUGGAN, Richard
SELNES**
**Address: 26837 33 Avenue,
Aldergrove, BC, V4W 3G6**

**Order Address: 122 Pruden St, Thunder Bay, ON,
P7C 2J7**
**Legal Description: PLAN 54 BLK 14 LOT 16 REG
2875.00 SF 25.00FR 115.00D**
Roll # 04.124.05900.0000

Defect Sections referred to in Schedule 'A', from the City of Thunder Bay Municipal Standards for Property By-Law BL 95/2022:

3. DEFINITIONS

- a) "Accessory Building" means a detached building or structure, not used for human habitation, that is subordinate to the primary use of the same property;
- b) "Act" means an enactment or statute of the Province of Ontario;
- c) "Approved" means acceptance by the Property Standards Officer;
- d) "Basement" means that portion of a Building between two floor levels, which is partly underground and which has at least one-half its height from finished floor to the underside of the first floor joists above the average finished grade level adjacent to the exterior walls of the building;
- e) "Building" means a type of structure having a roof supported by columns or walls designed for use for the accommodation or storage of persons, animals, goods, materials, or equipment;
- f) "Building Code" means the Building Code Act, S.O. 1992, c.23, as amended, and any regulations made there under;
- g) "Chief Building Official" means the Chief Building Official appointed under Section 3 of the Building Code Act, 1992, c. 23 and having jurisdiction for the enforcement thereof;
- h) "City" means the Corporation of the City of Thunder Bay; "the Corporation" shall have the same meaning;
- i) "Code" means a regulation of the Province of Ontario known: i. With respect to matters relating to building, as the Building Code; ii. with respect to matters relating to electricity, as the Electrical Safety Code; iii. with respect to matters relating to fire, as the Fire Code; and iv. with respect to matters relating to plumbing, as the Building Code; v. with respect to matters relating to elevating devices, as the Technical Standards and Safety Act, 2000. BY-LAW NUMBER BL 95/2022
- j) "Committee" means a Property Standards Appeal Committee established under this By-law;
- k) "Council" means the Council of the Corporation of the City of Thunder Bay;

- l) "C.S.A. B-365 Standard" means the Canadian Standards Association's approved Standard for solid wood burning fuel appliances and includes any amendments or replacement legislation to regulate solid fuel burning appliances;
- m) "Defect Notice" means a notice issued by an Officer that notifies the owner of property of defects therein, that do not comply with the provisions of this By-law and require an acknowledgement;
- n) "Dwelling" means a building, structure, mobile home or recreational vehicle with or without kitchen facilities or a part of such a building or structure, which is, or is intended to be used for the purpose of human habitation, and includes such a building, home or vehicle that would be or would be intended to be used for such purposes, except for its state of disrepair;
- o) "Dwelling Unit" means a room or suite of rooms operated as a housekeeping unit, used or intended to be used as a domicile by one or more persons and supporting general living conditions usually including cooking, eating, sleeping and sanitary facilities. Dwelling unit is two or more rooms used or designed to be used by one or more individuals as an independent or self-contained domestic unit or housekeeping establishment;
- p) "Exterior property area" means the building lot excluding buildings;
- q) "Fence" means any structure, wall or barrier, other than a building, erected at grade for the purpose of defining boundaries of property, separating open space, restricting ingress to or egress from property, providing security or protection to property or acting as a visual or acoustic screen;
- r) "First Storey" means that part of a building having a floor area closest to grade with a ceiling height of more than 1.8 metres (6 ft.) above grade;
- s) "Ground cover" means organic or non-organic material applied to prevent soil erosion such as concrete, flagstone, gravel, asphalt, grass or other landscaping; BY-LAW NUMBER BL 95/2022
- t) "Guard" means a balustrade or protective barrier installed around openings in floor areas or on the open sides of a stairway, a landing, a balcony, a mezzanine, a gallery, a raised walkway, and other locations as required to prevent accidental falls from one level to another. Such barriers may or may not have openings through them;
- u) "Habitable Room" means any room in a Dwelling unit lawfully used or designed to be used for the purposes of living, sleeping, eating, cooking or preparation of food and, without limiting the foregoing, shall include a den, library, sunroom, recreational room, or any combination thereof;
- v) "Hazard" means Lands, Buildings, structures, or materials that are in an Unsafe Condition, or is a source or a situation, with the potential for harm in terms of human injury or ill-health, damage to property, damage to the environment, risk of fire, or a combination of these and includes unsafe containers which have a closing or locking mechanism such that something or someone inside could be trapped and unable to be released without external assistance.
- w) "Inoperative Vehicle" means any Vehicle, motor vehicle, vessel, trailer or camping trailer which, that appears by reason of its appearance, mechanical, functional or structural condition not to be operative and includes those vehicles that require a valid license plate be displayed to operate on a highway and have in existence proof

of a valid and current registration, pursuant to the provisions of the Highway Traffic Act and amendments thereto, regardless of whether it is required at the time of inspection, and includes all vehicles or vessels that are wrecked, discarded, dismantled or abandoned, or a vehicle or vessel which has had part or all of its superstructure or motor power removed;

- x) "Land" means property, whether or not it contains Buildings or Structures, and whether it is vacant or occupied. Reference to "Land" includes all Buildings and Structures, including fences, on the Land.
- y) "Non-habitable space" means a bathroom, toilet room, water closet compartment, laundry, pantry, foyer, lobby, hall, corridor, stairway, passageway, closet, storage room, boiler room, furnace room, accessory space for service, maintenance or access within a Building, or a room or space which does not comply with the minimum standards for residential occupancy;
- z) "MLEO" means any person appointed as a Municipal Law Enforcement Officer for the City, or a police officer.
- aa) "Non-Residential Property" means a building or structure or part of a building or structure not occupied in whole or in part for the purpose of human habitation, and includes the lands and premises appurtenant, BY-LAW NUMBER BL 95/2022 and all of the outbuildings, fences, or erections thereon or therein;
- bb) "Natural Garden Area" means a yard, or any portion thereof, containing vegetative growth deliberately implemented to produce ground cover, including one or more species of wildflowers, shrubs, perennials, grasses or combinations of them, whether native or non-native consistent with a managed and natural landscape, other than Turfgrass;
- cc) "Nuisance" means any condition or use of Land which unreasonably interferes with the use and enjoyment of another person's Land. Examples include, but are not limited to: i. emissions of smoke, gas, fumes, dust, or sawdust; ii. objectionable odours; or iii. the unsightly storage of goods, wares, merchandise, debris or other material.
- dd) "Officer (Property Standards)" means a Municipal Law Enforcement Officer who has been appointed by the City as a Property Standards Officer and been assigned the responsibility of administering and enforcing a by-law passed under section 15.1 of the Building Code;
- ee) "Order" means an order, issued by a Officer (Property Standards), pursuant to section 15.2 of the Building Code Act, to remedy defects in standards for maintenance and occupancy; an Order-To-Comply has the same meaning.
- ff) "Owner" shall include the registered property owner or agent thereof: a person having or appearing to have beneficial ownership or care and control of the property, and an owner as defined by the Building Code Act, 1992;
- gg) "Potable Water" means water meeting all the provincial standards for drinking.
- hh) "Person" means and includes any person, firm, partnership, corporation, company, association, or organization of any kind;
- ii) "Safe Condition" means a condition that does not pose or constitute an undue or unreasonable hazard or risk to life, limb, or health of any person on or about the property, and includes a structurally sound condition;

- jj) "Sewage system" means the City of Thunder Bay's system of storm sewers, sanitary sewers and combined sewers, or a private sewage disposal system approved by the Chief Building Official for the City; BY-LAW NUMBER BL 95/2022
- kk) "Sign" means any device or notice, including its structure and other component parts, which is used or capable of being used to identify, describe, illustrate, advertise, or direct attention to any person, business, service, commodity or use;
- ll) "Swimming Pool" means an outdoor pool of water for swimming, bathing, wading, or reflecting, which is capable of retaining a water depth equal to or greater than sixty centimeters (60 cm) or twenty-four inches (24 in) at any point. The term does not include facilities for the purposes of providing water to livestock or for irrigation of crops which are associated with, and located on, Land devoted to the practice of farming.
- mm) "Unsafe Condition" is a descriptive phrase for Land, Buildings, Structures, or material, that are in a condition or state of repair that causes a hazard to life, limb, or health of any person authorized or expected to be on or near the Land in question.
- nn) "Unsightly Condition" means, in relation to land, having an appearance that, because of the way in which the land is used, does not conform with the general appearance of other land in the locality or neighbourhood and could be described as inconsistent with the reasonable characteristics of the surrounding community
- oo) "Vacant Building" means a building that is partially or entirely vacant and includes a building that is partially or entirely vacant and occupied by unauthorized persons;
- pp) "Vehicle" means a motor vehicle, vessel, trailer, boat, motorized snow vehicle, off-road vehicle or other mechanical power driven equipment;
- qq) "Vermin" means mammals, birds, or insects injurious to humans, physical property, game, livestock, or crops. Examples include but are not limited to: skunks, rats, termites, poisonous insects or reptiles, moths, and mice;
- rr) "Visual barrier" shall mean a continuous, uninterrupted structure and/or fence which completely blocks lines of sight when viewed perpendicularly from either of its sides and shall consist of one or more of the following materials: wood, stone, bricks, mortar, fabricated metal, or other similarly solid material approved by the Chief Property Standards Officer or Chief Building Official;
- ss) "Waste" means any debris, rubbish, refuse, sewage, effluent, discard, or garbage of a type arising from a residence, belonging to or associated with a house or use of a house or residential property and/or BY-LAW NUMBER BL 95/2022 from industrial or commercial operations, or belonging to or associated with industry or commerce or industrial or commercial property, which for greater certainty includes all garbage, discarded material or things, broken or dismantled things, and materials or things exposed to the elements, deteriorating or decaying on a property due to exposure or the weather;
- tt) "Yard" means the land other than publicly owned land around or appurtenant to the whole or any part of a residential or non-residential property and used or capable of being used in connection with the property.

4. GENERAL

- a) No person, being the owner or occupant of a property, shall fail to repair and maintain the property in conformity with the standards set out in this By-law.

- b) No person, being the owner or occupant of a property, shall fail to repair and maintain the property in conformity with any safety standards required by a Code, when such provision(s) provide for the protection of persons in relation to the use of the property, regardless whether that standard is specifically set out in this By-law or not.
- c) The owner of any property which does not conform to the standards in this By-law shall repair and maintain the property to conform to the standards or shall clear the property of all buildings, structures, garbage, rubbish, waste, or accumulations of such materials that prevent access to or exit from the property in the case of emergency, or other safety or health hazard, and shall leave the property in a graded and leveled condition.
- d) The owner of any property that has not complied with a confirmed order that seeks to remedy any Unsafe Condition shall not occupy or permit the occupancy of the property until such time as the order has been complied with or the property is cleared of all structures and left in a graded and level condition.
- e) All repairs and maintenance of property required by this By-law shall be carried out in a manner and with materials that are accepted as good workmanship in the trades concerned.
- f) For the purposes of subsection e) and without limiting subsection e), "carried out in a manner and with materials that are accepted as good workmanship in the trades concerned" includes:
 - i. carried out with materials suitable and sufficient for that purpose and free from defects; and
 - ii. carried out in a manner consistent with the recognized national and international industry best practices, including those of the Canadian Construction Association; and
 - iii. where required by law, or in accordance with recognized industry best practices, carried out by a duly qualified and/or licenced person in the trade concerned.
- g) All new construction or extensive repairs shall conform to the *Ontario Building Code* where applicable.
- h) This By-law does not apply so as to prevent a farm, meeting the definition of "agricultural operation" under the *Farming and Food Production Protection Act*, 1998, S.O. 1998, c. 1, from carrying out a normal farm practice as provided for and defined under that Act.
- i) Nothing in this By-law, including the doing of any required works to comply with this By-law or an Order or Defect Notice hereunder, shall be construed or interpreted as relieving any person of other legislative requirements that must be complied with.
- j) All lands and structures thereon, including fences, that are subject to deterioration due to the exposure of surfaces to the elements, including weather, sun, and other environmental factors, that may cause degradation, shall, where appropriate and required, be maintained through the proper application of preservative coating such as paints, stains, or through other specific treatments designed to protect and maintain those surface areas requiring treatment.
- k) All lands and structures thereon, including fences, shall be kept clear and free from graffiti, unauthorized signs, objectionable defacements, or similar markings.

6. EXTERIOR PROPERTY

- a) All exterior areas of a property shall be kept clean and free of litter, rubbish, waste, salvage, refuse, dead , decaying, or damaged trees, branches and limbs, or anyother objects or conditions that might create a health, fire, accident hazard, or Unsafe Condition.
- b) Every property shall be kept free from garbage, rubbish, waste, or accumulations of any materials that prevent access to or exit from the property
- c) Without restricting the generality of this Section, the maintenance of Land includes the removal of:
 - i. Rubbish, garbage, waste, litter and debris;
 - ii. Injurious insects, termites, rodents, vermin and other pests; and any condition which may promote an infestation;
 - iii. Wrecked, dismantled, inoperative vehicles, discarded or unlicensed vehicles, vessels, off-road vehicles, trailers, machinery or parts thereof, except in an establishment licensed or authorized to conduct a salvage, wrecking or repair business and then only if such establishment conforms with any relevant By-laws or statutes; and
 - iv. Dilapidated or collapsed buildings, structures or erections, and the filling in or protecting of any unprotected well

22. EXTERIOR WALLS, SURFACES, CLADDING AND MASONRY

All exterior walls and surfaces of every building or structure shall be sound, plumb, weathertight, free from holes, loose or unsecured objects, maintained in good repair and:

- a) free from missing, cracked, or broken masonry units, missing, defective, or deteriorated wood, metal siding, or trim, missing, cracked, broken, or loose stucco, or other loose or unsecured objects;
- b) shall be so maintained by the painting, restoring, or repairing of the walls, coping, or flashing, by the waterproofing of joints and the walls themselves, by the installation of, or repairing of, weathertight finishing, or the installation of termite shields, if required;
- c) all exterior surfaces that have previously been covered with paint or other protective or decorative materials shall be maintained in good repair and the covering renewed when it becomes damaged or deteriorated; and
- d) Every part of a building, including the exterior, shall be maintained in a structurally sound condition so as to be capable of sustaining safely its own weight and any additional weight that may be put on it through normal use.

23. DOORS – WINDOWS – CELLARS – HATCHWAYS

- a) Windows, skylights, exterior doors and frames, basement or cellar hatchways, attic access doors including storm and screen doors, and storm windows shall be maintained in good working order, good repair, in a Safe Condition and shall be of such construction so as to prevent the entrance of wind, snow, or rain into the building and to minimize heat loss through infiltration.
- b) At least one entrance door in every Dwelling Unit shall have hardware so as to be capable of being locked from inside and outside the Dwelling Unit.
- c) All windows capable of being opened and all exterior doors shall have hardware so as to be capable of being locked or otherwise secured from inside the building.
- d) All windows capable of being opened shall be equipped with a screen to prevent the passage of insects and the screen shall be maintained in a good condition.

31. DEMOLITION OF STRUCTURES

- a) Where a building, accessory building, fence, or other structure is demolished, the property shall be cleared of all rubbish, waste, refuse, masonry, lumber, wood, and other materials and left in a graded and leveled condition.
- b) Where a building, accessory building, fence, or other structure is being demolished, every precaution shall be taken to protect the adjoining property and members of the public. The precautions to be taken include the erection of fences, barricades, covered walkways for pedestrians and any other means of protection necessary for the protection of the adjoining property and members of the public.
- c) Demolition activities shall be controlled with appropriate measures to protect the surrounding neighbourhood lands, including City lands and highways, from nuisance or hazardous dust, vibrations, and litter.

30. FIRE OR STORM DAMAGE

- a) In the event of fire or explosion, damaged, or partially burned, material shall be removed from the premises, except that such material may be temporarily stored within the barricaded damaged building or structure, provided that such storage does not exceed ninety (90) days.
- b) Buildings, or portions thereof, that have been damaged by fire, flood, storms, or other circumstance, shall be repaired to their original condition

in conformity with the Code and the standards set out in this By-law, or shall be demolished accordingly.

37. HEATING SYSTEMS

a) It is the responsibility of the owner that all heating and mechanical systems, and their components, be installed, operational, and maintained in good working order.

b) Only heating equipment approved for use by a recognized standards and testing Code authority shall be provided in a room used or intended for use for sleeping purposes.

c) The installation, maintenance and use of a solid fuel burning appliances shall conform to the standards set out in the applicable Code(s) and the C.S.A. B-365 Standard and all fireplaces, stoves and similar construction BY-LAW NUMBER BL 95/2022 used, or capable of being used, for burning fuels shall be connected to approved chimneys, smoke pipe or flues and shall be installed so as not to create a fire hazard, including to nearby or adjacent combustible materials and structural members.

d) If heating equipment burns solid or liquid fuel, a storage place or receptacle for the fuel shall be provided in a safe place and maintained in a Safe Condition.

e) Fuel-burning equipment shall be vented to an appropriate chimney, smoke pipe or flue, as required, by means of rigid connections leading to a chimney or a vent or flue. All chimney, smoke pipes or flues shall be kept clear of obstructions.

f) Every chimney, smoke pipe, and flue shall be maintained so as to prevent gas from leaking into the Building.

39. ELECTRICAL

a) Every Dwelling and Dwelling Unit shall be wired for electricity and shall be connected to an approved electrical supply system. An adequate supply of electrical power shall be available in all occupied parts of every Dwelling, suite, and Building.

b) The connection to the Building and the system of circuits and outlets distributing the electrical supply within the Building shall provide adequate capacity for the use of the Building and such connections, circuits, wiring, and outlets along with any fuses, circuit breakers, and other appurtenances thereto shall be installed and maintained in good working order and Safe Condition.

c) Extension cords shall not be used on a permanent basis.

49. PEST CONTROL

Every property shall be maintained so as to be free from vermin and conditions that may promote an infestation at all times.