



**APPEALS STANDING COMMITTEE
DRAFT MINUTES
October 9, 2025**

PRESENT: Councillor Janet Steele, Vice Chair
Councillor Trish Purdy
Councillor Kathryn Morse
Councillor Nancy Hartling
Councillor Billy Gillis

REGRETS: Councillor Becky Kent, Chair

STAFF: Tanya Phillips, Manager, By-law Standards
Karen MacDonald, Solicitor
Andrea Lovasi-Wood, Legislative Assistant

These minutes are considered draft and will require approval by Appeals Standing Committee at a future meeting.

The following does not represent a verbatim record of the proceedings of this meeting.

The agenda, reports, supporting documents, information items circulated, and video (if available) are online at [halifax.ca](https://www.halifax.ca).

1. CALL TO ORDER AND LAND ACKNOWLEDGEMENT

The Vice Chair called the meeting to order at 10:01 a.m. and acknowledged that the meeting took place in the traditional and ancestral territory of the Mi'kmaq people, and that we are all treaty people.

2. APPROVAL OF MINUTES – September 18, 2025

MOVED by Councillor Gillis, seconded by Councillor Hartling

THAT the minutes of September 18, 2025 be approved as circulated.

MOTION PUT AND PASSED.

3. APPROVAL OF THE ORDER OF BUSINESS AND APPROVAL OF ADDITIONS AND DELETIONS

Additions: None

Deletions:

- Item 12.1.1 – CF-2025-014873, 9567 St. Margarets Bay Road, Queensland

MOVED by Councillor Gillis, seconded by Councillor Morse

THAT the agenda be approved as amended.

MOTION PUT AND PASSED.

4. BUSINESS ARISING OUT OF THE MINUTES – NONE

5. CALL FOR DECLARATION OF CONFLICT OF INTERESTS – NONE

6. MOTIONS OF RECONSIDERATION – NONE

7. MOTIONS OF RESCISSION – NONE

8. CONSIDERATION OF DEFERRED BUSINESS – September 18, 2025

8.1 CF-2025-019243, 40 Mountain Road, Halifax

The following was before the Standing Committee:

- Staff report dated September 24, 2025
- Extract from the September 18, 2025 Appeals Standing Committee draft minutes
- Correspondence from Steven Baigent
- Staff presentation dated October 9, 2025

The Vice Chair reviewed the rules of procedure for appeal hearings and confirmed the appellant was present.

Humberto Madrigal Sanchez, Compliance Officer II and Scott Hill, Supervisor, Regional Compliance gave a presentation, showing photographs of the property taken October 3, 2025 and September 19, 2024. Hill explained the September 19, 2024 photos showed the property's grass cut within two feet of the property and sidewalk at that time to comply with a previous Order to Remedy and that the appellant agreed to this as a future lawn maintenance standard. Hill responded to questions of clarification from the Standing Committee to confirm the September 2024 grass cutting was performed by the appellant.

Steven Baigent, appellant stated they were able to cut the property's grass in September 2024 using a borrowed lawnmower and they currently did not have the finances to purchase or borrow a lawnmower to

These minutes are considered draft and will require approval by the Appeals Standing Committee at a future meeting.

**Appeals Standing Committee
Draft Minutes
October 9, 2025**

cut the grass. Baigent spoke to a 10 year period of good maintenance of their property and that bullying and harassment from others created stress that hampered their ability to maintain the property's grass cutting to the standard agreed to in September 2024. Baigent responded to questions of clarification from the Standing Committee and stated they would use hedge trimmers to cut the grass if needed.

MOVED by Councillor Purdy, seconded by Councillor Gillis

THAT the Appeals Standing Committee allow the appeal.

Karen MacDonald, Solicitor responded to questions of clarification from the Standing Committee and noted that if the Standing Committee wanted to extend the seven days compliance period in the Order to Remedy to 14 days the Standing Committee would first need to vote to defeat the appeal and then move a second motion regarding extension of the compliance period.

Hill responded to questions of clarification from the Standing Committee to confirm there was no negative impact on staff if the compliance period was extended time to 14 days.

MOTION PUT AND DEFEATED.

MOVED by Councillor Purdy, seconded by Councillor Hartling

THAT the Appeals Standing Committee amend the compliance period in the Order to Remedy for Case CF-2025-019243, 40 Mountain Road, Halifax issued August 6, 2025, Appendix D of the staff report dated September 24, 2025 to fourteen (14) days from the October 9, 2025 Appeals Standing Committee hearing.

MOTION PUT AND PASSED.

9. NOTICES OF TABLED MATTERS – NONE

10. CORRESPONDENCE, PETITIONS & DELEGATIONS

10.1 Correspondence

Correspondence was received and circulated for item 8.1.

For a detailed list of correspondence received refer to the specific agenda item.

10.2 Petitions – None

10.3 Presentation – None

11. INFORMATION ITEMS BROUGHT FORWARD – NONE

12. REPORTS

12.1 DANGEROUS OR UNSIGHTLY PREMISES: APPEALS

12.1.1 CF-2025-014873, 9567 St. Margarets Bay Road, Queensland

The following was before the Standing Committee:

- Staff report dated September 29, 2025

This matter was deleted during the approval of the Order of Business.

12.2 DANGEROUS OR UNSIGHTLY PREMISES: DEMOLITIONS

12.2.1 CF-2025-008525, 2 Arnolds Lane, East Jeddore

These minutes are considered draft and will require approval by the Appeals Standing Committee at a future meeting.

**Appeals Standing Committee
Draft Minutes
October 9, 2025**

The following was before the Standing Committee:

- Staff report dated October 2, 2025
- Staff presentation dated October 9, 2025

The Vice Chair confirmed the property owner, nor a representative was not present.

Humberto Madrigal Sanchez, Compliance Officer II gave a presentation, showing photographs of the property taken September 29, 2025 and responded to questions of clarification from the Standing Committee. Madrigal Sanchez confirmed the Notice to Appear regarding the demolition order was provided to the property owner by posting it to the property and was also sent by registered mail.

Karen MacDonald, Solicitor confirmed the Halifax Regional Municipal Charter only required the Notice to Appear to be posted to the property.

Troy Mansfield, Building Official I responded to questions of clarification from the Standing Committee. Mansfield spoke to the probable presence of asbestos in the siding, that part of the building's floor was collapsed and had fallen off of the foundation, the likelihood of foundation failure, deterioration of the roof shingles that allowed water access into the building and that the building had no power or water service connection. Mansfield stated their opinion that the building should be demolished.

Tanya Phillips, Manager, By-law Standards confirmed that if the Standing Committee approved the Demolition Order the property owner would be given the opportunity to demolish the building before By-law Standards would hire a contractor to perform the work, which would be invoiced to the property owner.

Vicki Aguinaga, Supervisor Support Services confirmed that Canada Post recorded that the property owner picked up and signed for the Notice to Appear sent via registered mail.

MOVED by Councillor Gillis, seconded by Councillor Hartling

THAT the Appeals Standing Committee find the property to be dangerous or unsightly as per section 3(q) of the Charter and as per section 356 of the Charter, order demolition of the main structure including but not limited to, the removal of all demolition debris, backfilling of any foundation or crawl space, and disconnecting any and all utility connections to the standard set by each respective utility service provider, so as to leave the property in a neat, tidy, environmentally compliant and safe condition within sixty (60) days after the Order is posted in a conspicuous place upon the property or personally served upon the owner. Otherwise, the Municipality will exercise its rights as set forth under Part XV (15) of the Charter.

Phillips responded to questions of clarification from the Standing Committee. Phillips confirmed the 60 day compliance period started from the date of the Standing Committee's October 9, 2025 meeting and the Order would be sent to the property owner by courier to ensure there was signed confirmation it was received. Phillips stated By-law Standards would contact the property owner during the compliance period to determine what arrangements were made to comply and that By-law Standards would not take responsibility for the demolition of the main structure until the expiration of compliance period showed the property owner had not completed the required work or arranged for its completion. Phillips confirmed the property owner would be made aware of the need for the safe removal and disposal of asbestos.

MOTION PUT AND PASSED.

13. MOTIONS – NONE

14. IN CAMERA (IN PRIVATE) – NONE

15. ADDED ITEMS – NONE

These minutes are considered draft and will require approval by the Appeals Standing Committee at a future meeting.

**Appeals Standing Committee
Draft Minutes
October 9, 2025**

16. NOTICES OF MOTION – NONE

17. DATE OF NEXT MEETING – November 13, 2025

18. ADJOURNMENT

The meeting adjourned at 10:45 a.m.

Andrea Lovasi-Wood
Legislative Assistant