



P.O. Box 1749
Halifax, Nova Scotia
B3J 3A5 Canada

Item No. 12.1.1
Appeals Standing Committee
June 12, 2025

TO: Chair and Members of Appeals Standing Committee

SUBMITTED BY: Original Signed

Andrea MacDonald, Director, Community Standards/Compliance

DATE: May 28, 2025

SUBJECT: Appeal Report – CF-2025-007842 332 Beaver Bank Road, Lower Sackville

ORIGIN

Appeal of Order to Remedy the condition of properties pursuant to the Dangerous or Unsightly provisions of the *Halifax Regional Municipality Charter* (the "Charter").

LEGISLATIVE AUTHORITY

Sections 355, 356 and 3(q) of the *Halifax Regional Municipality Charter*, S.N.S., 2008 C.39.

MOTION FOR CONSIDERATION

In accordance with Section 58 of Administrative Order One, the motion before the Appeals Standing Committee is to allow the appeal.

RECOMMENDATION

It is recommended that the Appeals Standing Committee uphold the Order of the Administrator and thereby deny the appeal.

BACKGROUND:

There have been three (3) previous dangerous or unsightly cases at the property. Two cases were closed as owner compliance and one case was closed with no violations noted.

The property is zoned MU-1 (Mixed Use 1). A review of the HRM database system shows no permits have been issued for the property.

A complaint was received on March 26, 2025. The complainant noted derelict vehicles, discarded ladders, windows, and other scattered debris on the property.

CHRONOLOGY OF CASE ACTIVITIES:

27-MAR-2025 A Compliance Officer attended 332 Beaver Bank Road, Lower Sackville, hereinafter referred to as “the property” (attached as Appendix B). The Compliance Officer knocked on the door of the residence but there was no response. The Compliance Officer conducted a site inspection and noted an accumulation of debris.

01-APR-2025 The Compliance Officer attended the property and was greeted by the tenant of the property. The Compliance Officer advised of the complaint and the inspection.

A 7-Day Notice of Violation (attached as Appendix C) was issued for an accumulation of debris including but not limited to scrap wood, used tarps, used vehicle batteries, used vehicle parts, used plastic containers, scrap metal, recyclables, used construction material and loose scattered debris. The notice was handed directly to the tenant.

The tenant advised the Compliance Officer that the violations would not be removed within the 7-day period. The tenant further advised that he would wait until an Order to Remedy is issued so he could appeal the Order.

08-APR-2025 The Compliance Officer conducted a site inspection and the tenant was on site. The Compliance Officer noted that the violations still exist. The Compliance Officer advised the tenant that an Order to Remedy would be issued. The Compliance Officer explained the appeal process to the individual.

10-APR-2025 The Compliance Officer attended the property and knocked on the door of the residence, however received no response. The Compliance Officer conducted a site inspection and noted that the violations remained.

A 7-Day Order to Remedy (attached as Appendix D) was posted at the property and sent to the property owner by registered mail.

17-APR-2025 The Compliance Officer attended the property and knocked on the door of the residence, however received no response. The Compliance Officer conducted a site inspection and noted that the violations remained.

The Municipal Clerk’s Office received a Notice of Appeal (attached as Appendix E).

22-APR-2025 The Municipal Clerk’s Office sent the property owner a letter advising the appeal was scheduled for the June 12, 2025, Appeals Standing Committee meeting (attached as Appendix F).

22-MAY-2025 The Municipal Clerk's Office received notification that the letter sent by registered mail to the property owner was returned.

The Legislative Assistant for the Municipal Clerk's Office was able to follow up with the appellant who submitted the appeal dated April 17, 2025. The individual explained that the property owner was deceased, and the property has been left in the property owner's will to the appellant and his brother. The appellant further explained that his cousin was appointed as executor of the will.

26-MAY-2025 The Legislative Assistant for the Municipal Clerk's Office contacted the appellant via telephone and advised that in order for the appeal to be considered valid, he must provide the Municipal Clerk's Office with a copy of the property owner's will which includes the name of the estate's executor, and a signed written consent from the executor. The Legislative Assistant provided a deadline of 4:30pm June 4, 2025, for receipt of the requested documents.

27-MAY-2025 The Municipal Clerk's Office sent the appellant a letter advising of the documentation required to consider the appeal as valid (attached as Appendix G).

30-MAY-2025 The Municipal Clerk's Office received the required documentation to consider the appeal as valid (attached as Appendix H).

The Municipal Clerk's Officer sent the appellant a letter confirming receipt of the required documentation and that the appeal is valid and will be heard at the June 12, 2025 Appeals Standing Committee meeting (attached as Appendix I).

FINANCIAL IMPLICATIONS

There are no financial implications if the owner complies with the Order. If the Municipality is required to complete the work, the costs will form a debt against the property which may be collected in the same manner as taxes pursuant to the Halifax Regional Municipality Charter, S.N.S., 2008, C.39.

RISK CONSIDERATIONS

There are no significant risks associated with the recommendations in this report. The risk consideration rates low.

ENVIRONMENTAL IMPLICATIONS

No environmental impacts identified.

ALTERNATIVES

The Appeals Standing Committee may vary or overturn the Order to Remedy and in doing so, must provide reasons to be recorded in the minutes of the committee meeting.

ATTACHMENTS

Appendix A: Legislative Authority – Halifax Regional Municipality Charter
Appendix B: Copy of the Nova Scotia Property Records Map
Appendix C: Copy of the Notice of Violation dated April 1, 2025
Appendix D: Copy of Order to Remedy dated April 10, 2025

Appendix E: Copy of the Notice of Appeal dated April 17, 2025
Appendix F: Copy of the letter from the Municipal Clerk's Office dated April 22, 2025
Appendix G: Copy of the letter from the Municipal Clerk's Office dated April 27, 2025
Appendix H: Copy of the documentation provided by the executor dated May 27, 2025
Appendix I: Copy of the Clerk's office confirmation receipt of executor documents May 30, 2025

A copy of this report can be obtained online at [Halifax.ca](https://halifax.ca) or by contacting the Office of the Municipal Clerk at 902.490.4210.

Report Prepared For: Peter Popperl, Compliance Officer II, Community Standards & Compliance, 902-499-7241

Appendix A

Halifax Regional Municipality Charter ('HRM Charter') Subsection 355 (1) 356 and 3 (q)

HRM Charter, subsection 355(1) as follows:

- 355 (1) The Council may, by policy, delegate some or all of its authority pursuant to this Part, except the authority to order demolition, to the Administrator.

HRM Charter, subsection 356(1) as follows:

- 356 (1) Where a property is dangerous or unsightly, the Council may order the owner to remedy the condition by removal, demolition or repair, specifying in the order what is required to be done.

HRM Charter, subsections 356(2), (3A), as follows:

- 356 (2) An owner may appeal an order of the Administrator to the Council or to the committee to which the Council has delegated its authority within seven days after the order is made.
- (3A) Where the Council or the committee varies or overturns the order of the Administrator, the Council or committee shall provide reasons to be recorded in the minutes of the Council or committee meeting.

HRM Charter, subsection 3(q) as follows:

- (q) "dangerous or unsightly" means partly demolished, decayed, deteriorated or in a state of disrepair so as to be dangerous, unsightly or unhealthy, and includes property containing
- (i) ashes, junk, cleanings of yards or other rubbish or refuse or a derelict vehicle, vessel, item of equipment or machinery, or bodies of these or parts thereof,
 - (ii) an accumulation of wood shavings, paper, sawdust, dry and inflammable grass or weeds or other combustible material,
 - (iia) an accumulation or collection of materials or refuse that is stockpiled, hidden or stored away and is dangerous, unsightly, unhealthy or offensive to a person, or
 - (iii) any other thing that is dangerous, unsightly, unhealthy or offensive to a person, and includes property or a building or structure with or without structural deficiencies
 - (iv) that is in a ruinous or dilapidated condition,
 - (v) the condition of which seriously depreciates the value of land or buildings in the vicinity,
 - (vi) that is in such a state of non-repair as to be no longer suitable for human habitation or business purposes,
 - (vii) that is an allurement to children who may play there to their danger,
 - (viii) constituting a hazard to the health or safety of the public,
 - (ix) that is unsightly in relation to neighbouring properties because the exterior finish of the building or structure or the landscaping is not maintained,
 - (x) that is a fire hazard to itself or to surrounding lands or buildings,
 - (xi) that has been excavated or had fill placed on it in a manner that results in a hazard, or
 - (xii) that is in a poor state of hygiene or cleanliness;



Property Online Map

Date: May 28, 2025 15:04:30



PID:	40161689	Address:	332 BEAVER BANK ROAD BEAVER BANK LOT A1&1	AAN:	02906899
County:	HALIFAX COUNTY	Owner:	MARJORIE ELIZABETH MACLEOD	Value:	\$278,300.00 (2025 RESIDENTIAL TAXABLE)
LR:	LAND REGISTRATION				

The Provincial mapping is a graphical representation of property boundaries which approximate the size, configuration and location of parcels. Care has been taken to ensure the best possible quality, however, this map is not a land survey and is not intended to be used for legal descriptions or to calculate exact dimensions or area. The Provincial mapping is not conclusive as to the location, boundaries or extent of a parcel [Land Registration Act subsection 21(2)]. THIS IS NOT AN OFFICIAL RECORD.

Property Online Version 1.0

This page and all contents are copyright © 1999-2025, [Government of Nova Scotia](https://www.gov.nova Scotia.ca/), all rights reserved.
If you have comments regarding our site please direct them to: propertyonline@novascotia.ca
Please feel free to [Submit Problems](#) you find with the Property Online web site.

HALIFAX**Buildings & Compliance****Notice of Violation**

Notice Served Upon: Name _____

or address _____

332 BEAVER BANK RD, BEAVER BANK

This is to advise that you are in violation of the following municipal and/or provincial legislation:

- | | |
|--|---|
| <input type="checkbox"/> HRM By-law A-700 Animals | <input type="checkbox"/> HRM By-law S-300 Streets |
| <input type="checkbox"/> HRM By-law C-300 Civic Addressing | <input type="checkbox"/> HRM By-law S-600 Solid Waste |
| <input type="checkbox"/> HRM By-law C-501 Vending | <input type="checkbox"/> HRM By-law S-801 Temporary Signs |
| <input checked="" type="checkbox"/> HRM Charter, Part XV Respecting
Dangerous or Unsightly Premises | <input type="checkbox"/> HRM By-law S-1000 Sidewalk Cafes |
| <input type="checkbox"/> HRM By-law N-300 Nuisances | <input type="checkbox"/> HRM By-law T-1000 Taxi & Limousine |
| | <input type="checkbox"/> Other: _____ |

Details of violation(s):

AN ACCUMULATION OF DEBRIS INCLUDING BUT NOT LIMITED TO SCRAP WOOD, USED TARPS, USED VEHICLE BATTERIES, USED VEHICLE PARTS, USED PLASTIC CONTAINERS, SCRAP METAL, RECYCLABLES, USED CONSTRUCTION MATERIAL AND LOOSE SCATTERED DEBRIS

Violation(s) to be rectified as per the following:

REMOVE VIOLATIONS FROM THE PROPERTY.

Notice of Re-inspection:

A re-inspection will be performed on APRIL to confirm the above noted violations have been rectified. If you have any queries regarding this matter, please contact the issuing Officer prior to the re-inspection date.

Issuing Officer

PETER POPPER

Issuing Officer Phone Number

902-499-7241

Date (dd/mm/yy)

01/04/25

Time (hh/mm)

15:17

Case Number

2025-007842

For information on municipal legislation visit the HRM Website at www.halifax.ca or call 311.
If calling outside the HRM but within NS call 1-800-835-6428 toll free



**ORDER TO REMEDY
DANGEROUS OR UNSIGHTLY PREMISES**

IN THE MATTER OF: Section 356 of The Halifax Regional Municipality Charter, S.N.S., 2008 , C.39
Hereinafter referred to as the "Charter"

- and -

IN THE MATTER OF: Property located at 332 BEAVER BANK RD, BEAVER BANK, NS B4E1K2;
PID # 40161689; Tax # 02906899,
Case # CF-2025-007842;
Hereinafter referred to as the "Property"

TO: **MARJORIE E MACLEOD**
332 BEAVERBANK RD, LOWER SACKVILLE NS, B4E 1K2

WHEREAS you are the owner(s) of the Property;

AND WHEREAS located on the Property is an unsightly or dangerous condition due to an accumulation of debris including but not limited to scrap wood, used tarps, used vehicle batteries, used vehicle parts, used plastic containers, scrap metal, bagged waste, recyclables, used construction materials, and other scattered litter and debris, in accordance with Section 3(q) of the Charter;

TAKE NOTICE that you are hereby Ordered to remedy the condition of the Property by removing the accumulation of debris including but not limited to scrap wood, used tarps, used vehicle batteries, used vehicle parts, used plastic containers, scrap metal, bagged waste, recyclables, used construction materials, and other scattered litter and debris, so as to leave the Property in a neat, tidy, environmentally compliant and safe condition;

TAKE FURTHER NOTICE that you have the right to appeal this Order to the Appeals Standing Committee of the Halifax Regional Municipality ("HRM") by filing a Notice of Appeal with the Municipal Clerk by mail at City Hall, P.O. Box 1749, Halifax, NS, B3J 3A5 or by fax to (902) 490-4208, within seven (7) days after the Order is posted in a conspicuous place upon the Property or served upon you;


AND FURTHER TAKE NOTICE that your failure to comply with the requirements of this Order within seven (7) days after service, the Administrator, or any person authorized by the Administrator, may enter upon the Property without warrant or other legal process and carry out the work specified in this Order.

AND FURTHER TAKE NOTICE that the costs of complying with this Order, including the cost of completing the work specified herein, incurred by the Halifax Regional Municipality ("HRM") or its agents, is a debt payable by you to HRM and that HRM has a first lien on the Property in the amount of the debt which may be collected in the same manner and with the same rights and remedies as rates and taxes pursuant to the Charter;

AND FURTHER TAKE NOTICE that upon service of this Order any person who aids, assists, permits or causes a dangerous or unsightly condition or fails to comply with the terms of this Order is liable on summary conviction to a penalty of not less than One Hundred Dollars (\$100.00) and not more than Ten Thousand Dollars (\$10,000.00) and every day during which the condition is not remedied is a separate offense.

DATED at Halifax, Nova Scotia this April 10, 2025.

PETER POPPERL
COMPLIANCE OFFICER
Phone: (902) 499-7241


LORI SCOLARO
Administrator
Halifax Regional Municipality

Appendix E

Fax# 902-490-4208

In the matter of: Sec 35b

HALIFAX REGIONAL
MUNICIPALITY

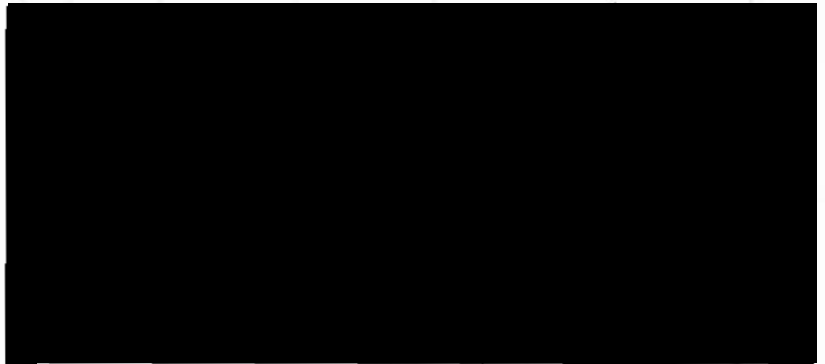
APR 17 2025

lh
MUNICIPAL CLERK

332 Beaver Bank Rd.
Beaver Bank, N.S.
B4E 1K2

case # CE-2025-007842

Notice of Appeal



Appendix F

April 22, 2025

REGISTERED MAIL

Marjorie E MacLeod
332 Beaverbank Road
Lower Sackville, NS B4E 1K2

Re: Case CF-2025-007842, 332 Beaverbank Road, Lower Sackville

This is to advise that your appeal will be heard by the Appeals Standing Committee on **Thursday, June 12, 2025**.

This meeting will happen in-person in the Council Chamber at Halifax City Hall, 1841 Argyle Street, Halifax. All visitors to City Hall must sign-in at the security desk and show government-issued photo ID; more detail is attached.

Please arrive for 10:00 a.m. but note that there may be other cases heard before yours on the agenda.

If you cannot attend in person and must participate using Zoom, please let me know no later than 4:30pm on the business day prior to the meeting.

The staff report for this matter will be posted online to the Appeals Standing Committee web page at Halifax.ca by end of day Friday, June 6, 2025. If you require a hard copy of the report, please contact our office.

If filing an appeal, be advised that your submission and appeal documents will form part of the public record, and will be posted on-line at www.halifax.ca. If you feel that information you consider to be personal is necessary for your appeal, please attach that as a separate document, clearly marked "PERSONAL". It will be provided to the Standing Committee and/or council members and staff, and will form part of the public record, but it will not be posted online. You will be contacted if there are any concerns.

Should you wish to include images, video or audio as part of your appeal presentation to the Standing Committee, you must notify me by end of day Tuesday, June 10, 2025 to allow for technical preparation and testing.

Should you be unable to attend, you may have a representative attend to present the appeal to the Standing Committee. Please note that your representative is required to have a letter signed by you giving permission. You or your representative may have witnesses or other evidence in support of the appeal and will be permitted up to 10 minutes to make a verbal submission. A copy of the appeals process is attached. If neither you nor a representative appears, the hearing will proceed and you will be advised of the Standing Committee's decision.

If you have any questions regarding this process, please contact me at 902.240.7164 and lovasia@halifax.ca.

Appendix F

Sincerely,



Andrea Lovasi-Wood
Legislative Assistant
Office of the Municipal Clerk

cc: Tanya Phillips, Manager, By-law Standards
Steven Berkman, Manager, Community Safety Program
Scott Hill, Supervisor, Regional Compliance
Stephen Rice, Supervisor, Regional Compliance
Lori Scolaro, Supervisor, Regional Compliance
Vicki Aguinaga, Supervisor, Support Services
Michelle LaPierre, Adjudication Clerk
Blair Leger, Adjudication Clerk
Peter Popperl, Compliance Officer

Enclosures:

- Information – Attending In Person Meetings
- Order of Proceedings for Appeals Standing Committee

Attending In-Person Meetings

There are sign-in procedures in place for everyone visiting Halifax City Hall for all meetings and events.

All visitors, including media, must sign-in at the security desk, located at the main (Grand Parade) entrance of City Hall. Visitors who use the accessible entrance on Argyle Street will be escorted to the security desk by staff.

All visitors must present federal, provincial, or territorial government-issued photo ID to security. They also must provide their first and last name and the reason for their visit. If a visitor does not have government issued photo ID, they may present two pieces of federal, provincial, or territorial government-issued ID, two pieces of documentation (e.g. bills) or a combination of two pieces of government-issued ID/documentation as long as they both include their first and last name.

For children younger than 18, one piece of government-issued identification, such as an original birth certificate, health card, passport or non-government-issued ID (e.g. student card) is recommended but not mandatory as long as the child is accompanying a parent/guardian.

Once signed-in, visitors will be given a visitor badge to wear while they're in City Hall. This badge must be visible during their entire visit and be returned to security staff as they're leaving the building.

If visitors require the use of an elevator, they can notify a member of staff who can assist.

Visitors are reminded that no signs or placards are permitted in City Hall.

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<https://www.halifax.ca/city-hall/regional-council/attending-person-meetings>

Appendix F

Order of Proceedings for Appeals Standing Committee

The Chair will open each of the hearings and address the following:

- The Chair will ask the Appellant (property owner) to identify themselves and provide their contact information
- If a person is appearing on behalf of an Appellant who is not present (legal counsel, family member, friend), they must provide written authorization to act on the Appellant's behalf
- The Chair will briefly explain the hearing will proceed (as follows):
- Staff Presentation: The HRM staff presenter explains the basis for the order under review and presents evidence in support of the order (including any documents or recent photos of the property, if applicable)
- The Committee may ask questions of the HRM staff presenter for clarification
- The Appellant may ask questions of the HRM staff presenter for clarification
- Non-party witnesses* may be permitted to provide factual evidence relevant to the appeal
- The Appellant may ask questions of non-party witnesses for clarification
- Appellant's Presentation: The Appellant is granted reasonable time to present evidence in support of the appeal (documents/photos/witnesses)
- The Committee may ask questions to the Appellant and/or their witnesses
- The Appellant or their representative is then permitted up to 10 minutes to make a verbal submission in support of their case to reverse the order
- The Committee may ask questions to the Appellant and also further questions of HRM staff (subject to Appellant's response to the answers)
- Staff may ask questions to the Appellant (subject to Appellant's response to the answers)
- The Committee then debates their decision and renders a decision with the Appellant or their representative present
- Upon motion the Committee may move In Camera (In Private) to obtain confidential legal advice at any time during the process
- The Committee has four (4) options:
 - cancel the order (allow the appeal)
 - amend the order (change the conditions)
 - keep the order as is (appeal dismissed)
 - continue the hearing at a later date (defer)

*Non-Party Witnesses

Persons who are not parties to the appeal may be permitted to provide relevant evidence of factual matters within their personal knowledge to the Appeals Standing Committee. Non-party witnesses will be given an appropriate amount of time to present their information.

Hearings of the Appeals Standing Committee are open to the public and any information, including personal information, which is provided or obtained in relation to your appeal, will be a matter of public record.

The Appeals Standing Committee meetings begin at 10:00 a.m. and cases will be heard as they appear on the approved agenda.

May 27, 2025

**COURIER
AND
REGULAR MAIL**

Malcolm MacLeod
332 Beaverbank Road
Lower Sackville, NS B4E 1K2

Re: Case CF-2025-007842, 332 Beaverbank Road, Lower Sackville

During our telephone conversation on Friday May 23, 2025, you indicated that you are the son of the property owner of 332 Beaverbank Road, Lower Sackville, Marjorie MacLeod, who died on January 9, 2025. You also informed me that your mother appointed your cousin, Bonnie Thompson MacKay as the executor of her estate.

You submitted a Notice of Appeal of the Order to Remedy for Case CF-2025-007842, 332 Beaverbank Road, Lower Sackville on April 17, 2025.

As discussed during our telephone conversation on Monday May 26, 2025, this appeal cannot be considered valid as it was not filed by the property owner or the property owner's executor. However, the appeal can be considered valid and you can act for the property owner's estate if you send the Clerk's Office by 4:30 p.m. Wednesday June 4, 2025:

- a copy of Marjorie MacLeod's will with the name of the estate's executor; and
- signed, written consent from the executor that you can file an appeal in this matter and speak on behalf of the estate at the appeal hearing [use attached consent form].

If this information is provided to the Clerk's office, then the appeal will be considered valid and the appeal will be heard by the Appeals Standing Committee on **Thursday, June 12, 2025**.

This meeting will happen in-person in the Council Chamber at Halifax City Hall, 1841 Argyle Street, Halifax. All visitors to City Hall must sign-in at the security desk and show government-issued photo ID; more detail is attached.

Please arrive for 10:00 a.m. but note that there may be other cases heard before yours on the agenda.

If you cannot attend in person and must participate using Zoom, please let me know no later than 4:30pm on the business day prior to the meeting.

The staff report for this matter will be posted online to the Appeals Standing Committee web page at Halifax.ca by end of day Friday, June 6, 2025. If you require a hard copy of the report, please contact our office.

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Appendix G

"PERSONAL". It will be provided to the Standing Committee and/or council members and staff, and will form part of the public record, but it will not be posted online. You will be contacted if there are any concerns.

Should you wish to include images, video or audio as part of your appeal presentation to the Standing Committee, you must notify me by end of day Tuesday, June 10, 2025 to allow for technical preparation and testing.

Should you be unable to attend, you may have a representative attend to present the appeal to the Standing Committee. Please note that your representative is required to have a letter signed by you giving permission. You or your representative may have witnesses or other evidence in support of the appeal and will be permitted up to 10 minutes to make a verbal submission. A copy of the appeals process is attached. If neither you nor a representative appears, the hearing will proceed and you will be advised of the Standing Committee's decision.

If you have any questions regarding this process, please contact me at 902.240.7164 and lovasia@halifax.ca.

Sincerely,



Andrea Lovasi-Wood
Legislative Assistant
Office of the Municipal Clerk

cc: Tanya Phillips, Manager, By-law Standards
Steven Berkman, Manager, Community Safety Program
Scott Hill, Supervisor, Regional Compliance
Stephen Rice, Supervisor, Regional Compliance
Lori Scolaro, Supervisor, Regional Compliance
Vicki Aguinaga, Supervisor, Support Services
Michelle LaPierre, Adjudication Clerk
Blair Leger, Adjudication Clerk
Peter Popperl, Compliance Officer

Enclosures:

- Consent Form
- Information – Attending In Person Meetings
- Order of Proceedings for Appeals Standing Committee

Appendix G

Date: _____, 2025

Office of the Municipal Clerk
P.O. Box 1749,
Halifax, NS B3J 3A5
Fax: 902-490-4208
Email: clerks@halifax.ca

Deliver in person:
City Hall, 1841 Argyle Street
Halifax (Mon-Fri, 8:30am-4:30pm)

Re: Case CF-2025-007842, 332 Beaverbank Road, Lower Sackville

This is to advise that I, _____, executor of the property owner, Marjorie MacLeod, of 332 Beaverbank Road, Lower Sackville hereby provide my signed written consent authorizing Malcolm MacLeod, to file an appeal in the matter of Case CF-2025-007842, 332 Beaverbank Road, Lower Sackville and to speak on behalf of the estate.

Sincerely,

[please sign here]

Name:

Address:

Attending In-Person Meetings

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<https://www.halifax.ca/city-hall/regional-council/attending-person-meetings>

Appendix G

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The Chair will open each of the hearings and address the following:

- The Chair will ask the Appellant (property owner) to identify themselves and provide their contact information
- If a person is appearing on behalf of an Appellant who is not present (legal counsel, family member, friend), they must provide written authorization to act on the Appellant's behalf
- The Chair will briefly explain the hearing will proceed (as follows):
- Staff Presentation: The HRM staff presenter explains the basis for the order under review and presents evidence in support of the order (including any documents or recent photos of the property, if applicable)
- The Committee may ask questions of the HRM staff presenter for clarification
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- The Appellant or their representative is then permitted up to 10 minutes to make a verbal submission in support of their case to reverse the order
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- Staff may ask questions to the Appellant (subject to Appellant's response to the answers)
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Hearings of the Appeals Standing Committee are open to the public and any information, including personal information, which is provided or obtained in relation to your appeal, will be a matter of public record.

The Appeals Standing Committee meetings begin at 10:00 a.m. and cases will be heard as they appear on the approved agenda.

May 27, 2025

To Whom it may concern,

I, Bonnie Thomson-Mackay, named executor of Marjorie MacLeod's will, authorize her son, Malcolm MacLeod, to manage all inquiries, concerns, and resolutions regarding the property at 332 Beaver Bank Road, Nova Scotia .

Sincerely,

[Redacted Signature]

Bonnie Thomson-Mackay

Named Executor for Marjorie MacLeod

[Redacted Address]

**HALIFAX REGIONAL
MUNICIPALITY**

May 30, 2025

MUNICIPAL CLERK

P

LAST WILL AND TESTAMENT

THIS IS THE LAST WILL AND TESTAMENT of me, **MARJORIE ELIZABETH MACLEOD**, of Beaver Bank, Halifax Regional Municipality, Nova Scotia.

PREVIOUS WILLS REVOKED

1. ***I REVOKE*** all other Wills and Codicils previously made by me and declare this to be my Last Will and Testament.

INTERPRETATION AND APPLICATION

2. ***IN THIS MY WILL*** the masculine gender includes the feminine and the singular includes the plural and vice-versa as the context requires; it has been prepared in accordance with the laws of the Province of Nova Scotia and it is my wish that such laws shall govern its interpretation and application.

APPOINTMENT OF EXECUTOR AND TRUSTEE

3. ***I APPOINT BONNIE THOMSON-MACKAY*** to be the Executor and Trustee of this my Will; ***I FURTHER DIRECT*** that my Executor shall not be required to post a Bond with the Probate Court regardless of my Executor's place of residence.

May 30, 2025

REGULAR MAIL

&

EMAIL – [REDACTED]

Malcolm MacLeod
332 Beaverbank Road
Lower Sackville, NS B4E 1K2

Re: Case CF-2025-007842, 332 Beaverbank Road, Lower Sackville

Further to our telephone conversation this afternoon, I can confirm that on May 30, 2025 I received the following documents from you via fax:

- a copy of Marjorie MacLeod's will with the name of the executor appointed for the estate – Bonnie Thomson-MacKay; and
- signed, written consent from the executor, Bonnie Thomson-MacKay authorizing you to manage all concerns, etc. regarding 332 Beaverbank Road, Lower Sackville.

With the receipt of this signed, written consent your Notice of Appeal of the Order to Remedy for Case CF-2025-007842, 332 Beaverbank Road, Lower Sackville submitted on April 17, 2025 is now considered valid and the appeal will be heard by the Appeals Standing Committee on **Thursday, June 12, 2025**.

This meeting will happen in-person in the Council Chamber at Halifax City Hall, 1841 Argyle Street, Halifax. All visitors to City Hall must sign-in at the security desk and show government-issued photo ID; more detail is attached.

Please arrive for 10:00 a.m. but note that there may be other cases heard before yours on the agenda.

If you cannot attend in person and must participate using Zoom, please let me know no later than 4:30pm on the business day prior to the meeting.

The staff report for this matter will be posted online to the Appeals Standing Committee web page at Halifax.ca by end of day Friday, June 6, 2025. If you require a hard copy of the report, please contact our office.

If filing an appeal, be advised that your submission and appeal documents will form part of the public record, and will be posted on-line at www.halifax.ca. If you feel that information you consider to be personal is necessary for your appeal, please attach that as a separate document, clearly marked "PERSONAL". It will be provided to the Standing Committee and/or council members and staff, and will form part of the public record, but it will not be posted online. You will be contacted if there are any concerns.

Should you wish to include images, video or audio as part of your appeal presentation to the Standing Committee, you must notify me by end of day Tuesday, June 10, 2025 to allow for technical preparation and testing.

Appendix I

Should you be unable to attend, you may have a representative attend to present the appeal to the Standing Committee. Please note that your representative is required to have a letter signed by you giving permission. You or your representative may have witnesses or other evidence in support of the appeal and will be permitted up to 10 minutes to make a verbal submission. A copy of the appeals process is attached. If neither you nor a representative appears, the hearing will proceed and you will be advised of the Standing Committee's decision.

If you have any questions regarding this process, please contact me at 902.240.7164 and lovasia@halifax.ca.

Sincerely,

Original signed

Andrea Lovasi-Wood
Legislative Assistant
Office of the Municipal Clerk

cc: Tanya Phillips, Manager, By-law Standards
Steven Berkman, Manager, Community Safety Program
Scott Hill, Supervisor, Regional Compliance
Stephen Rice, Supervisor, Regional Compliance
Lori Scolaro, Supervisor, Regional Compliance
Vicki Aguinaga, Supervisor, Support Services
Michelle LaPierre, Adjudication Clerk
Blair Leger, Adjudication Clerk
Peter Popperl, Compliance Officer

Enclosures:

- Consent Form
- Information – Attending In Person Meetings
- Order of Proceedings for Appeals Standing Committee

Attending In-Person Meetings

There are sign-in procedures in place for everyone visiting Halifax City Hall for all meetings and events.

All visitors, including media, must sign-in at the security desk, located at the main (Grand Parade) entrance of City Hall. Visitors who use the accessible entrance on Argyle Street will be escorted to the security desk by staff.

All visitors must present federal, provincial, or territorial government-issued photo ID to security. They also must provide their first and last name and the reason for their visit. If a visitor does not have government issued photo ID, they may present two pieces of federal, provincial, or territorial government-issued ID, two pieces of documentation (e.g. bills) or a combination of two pieces of government-issued ID/documentation as long as they both include their first and last name.

For children younger than 18, one piece of government-issued identification, such as an original birth certificate, health card, passport or non-government-issued ID (e.g. student card) is recommended but not mandatory as long as the child is accompanying a parent/guardian.

Once signed-in, visitors will be given a visitor badge to wear while they're in City Hall. This badge must be visible during their entire visit and be returned to security staff as they're leaving the building.

If visitors require the use of an elevator, they can notify a member of staff who can assist.

Visitors are reminded that no signs or placards are permitted in City Hall.

For questions about attending a meeting in City Hall, contact the Municipal Clerk's Office.

<https://www.halifax.ca/city-hall/regional-council/attending-person-meetings>

Order of Proceedings for Appeals Standing Committee

The Chair will open each of the hearings and address the following:

- The Chair will ask the Appellant (property owner) to identify themselves and provide their contact information
- If a person is appearing on behalf of an Appellant who is not present (legal counsel, family member, friend), they must provide written authorization to act on the Appellant's behalf
- The Chair will briefly explain the hearing will proceed (as follows):
- Staff Presentation: The HRM staff presenter explains the basis for the order under review and presents evidence in support of the order (including any documents or recent photos of the property, if applicable)
- The Committee may ask questions of the HRM staff presenter for clarification
- The Appellant may ask questions of the HRM staff presenter for clarification
- Non-party witnesses* may be permitted to provide factual evidence relevant to the appeal
- The Appellant may ask questions of non-party witnesses for clarification
- Appellant's Presentation: The Appellant is granted reasonable time to present evidence in support of the appeal (documents/photos/witnesses)
- The Committee may ask questions to the Appellant and/or their witnesses
- The Appellant or their representative is then permitted up to 10 minutes to make a verbal submission in support of their case to reverse the order
- The Committee may ask questions to the Appellant and also further questions of HRM staff (subject to Appellant's response to the answers)
- Staff may ask questions to the Appellant (subject to Appellant's response to the answers)
- The Committee then debates their decision and renders a decision with the Appellant or their representative present
- Upon motion the Committee may move In Camera (In Private) to obtain confidential legal advice at any time during the process
- The Committee has four (4) options:
 - cancel the order (allow the appeal)
 - amend the order (change the conditions)
 - keep the order as is (appeal dismissed)
 - continue the hearing at a later date (defer)

*Non-Party Witnesses

Persons who are not parties to the appeal may be permitted to provide relevant evidence of factual matters within their personal knowledge to the Appeals Standing Committee. Non-party witnesses will be given an appropriate amount of time to present their information.

Hearings of the Appeals Standing Committee are open to the public and any information, including personal information, which is provided or obtained in relation to your appeal, will be a matter of public record.

The Appeals Standing Committee meetings begin at 10:00 a.m. and cases will be heard as they appear on the approved agenda.