



TOWNSHIP OF MELANCTHON PROPERTY STANDARDS APPEAL COMMITTEE HYBRID MEETING AGENDA - THURSDAY, OCTOBER 1, 2026 – 7:00 P.M.

Join Zoom Meeting

<https://us02web.zoom.us/j/85378687402?pwd=Varys7aLjVia1bwdvjY3Qr8KbBnAzz.1>

Meeting ID: 853 7868 7402

Passcode: 872173

One tap mobile

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1. Call to Order

2. Land Acknowledgement Statement

We will begin the meeting by sharing the Land Acknowledgement Statement:

We would like to begin by acknowledging that Melancthon Township recognizes the ancestral lands and treaty territories of the Tionontati (Petun/Wyandot(te)), Haudenosaunee (Six Nations), and Anishinaabe Peoples. The Township of Melancthon resides within the lands named under the Haldimand Deed of 1784 and the Lake Simcoe-Nottawasaga Treaty (Treaty 18).

These territories upon which we live and learn, are steeped in rich Indigenous history and traditions. It is with this statement that we declare to honour and respect the past and present connection of Indigenous peoples with this land, its waterways and resources.

3. Declaration of Pecuniary Interest and the General Nature Thereof

4. Approval of Draft Minutes – September 17, 2026

5. Hearing Matter

5.1 – Property Standards Orders to Comply – 396327 5th Line

6. Adjournment

NOTICE OF APPEAL – ORDER TO COMPLY

Property Standards By-law 27-2019

Order dated August 19, 2026

To:

Property Standards Committee

Township of Melancthon

157101 Highway 10

Melancthon, Ontario L9V 2E6

Re: Appeal of Order to Comply dated August 19, 2026

Property: 396327 5 Line, Melancthon, ON, L9V 1P9

Roll No.: 2219 000 006 11990

Dear Members of the Property Standards Committee,

I am writing to formally appeal the Order to Comply issued by Property Standards Officer Chris Johnston dated August 19, 2026.

I respectfully request that the Property Standards Committee review the Order in light of the repairs and corrective work that have already been completed, the circumstances surrounding some of the alleged deficiencies, and the substantial efforts that have been made to bring the property into compliance.

Since the inspection, significant work has been completed at the property. In particular:

1. Debris / Fire Pit Area

The debris and materials identified in the vicinity of the fire pit have been removed and the area has been cleaned.

The Order required the removal of the debris pile, discarded patio furniture and other discarded materials in this area.

Accordingly, we believe this portion of the Order has now been complied with and respectfully request that Item 1 be considered satisfied.

2. Wasp Nest

The wasp nest identified at the property has been treated and removed.

The Order required treatment and removal of the active wasp infestation beneath the deck.

We therefore respectfully request that Item 2 also be considered satisfied.

3. Deck, Railing and Structural Reinforcement

Additional repair and reinforcement work has been completed to the deck and its supporting components following the inspection.

The concerns identified in the Order related primarily to lateral movement and sway in the 4x4 posts and deck/railing assembly. The Order directed that the deck, railing, posts and connections be repaired or reinforced so as to provide effective structural support and eliminate significant movement.

Following those concerns, further reinforcement and repairs were undertaken. We respectfully request that the Township reinspect the completed work and determine whether this item can now be considered compliant rather than maintaining the Order based upon the condition that existed at the time of the August 18 inspection.

We have made a genuine and continuing effort to address the Township's concerns rather than disregard them.

4. Exterior Staircase

The exterior staircase identified in the Order is scheduled to be repaired before September 7, 2026.

The Order requires the staircase, supports, posts, connections and associated components to be repaired or reinforced so that the staircase is stable, structurally sound, free from accident hazards and capable of providing safe passage.

This work is being completed within the compliance period. Once completed, we respectfully request that the Township inspect the staircase in its repaired condition and consider this item satisfied.

5. Interior Door / Glass Panel

Before the current tenant moved into the property, all of the interior door glass panels were replaced and were in good condition.

After the tenant took possession of the property, one of the panels was damaged during the tenancy. Accordingly, this was not a pre-existing maintenance deficiency that had been left unrepaired by the landlord.

The Order requires the damaged glass and related components to be repaired or replaced, or alternatively permits removal of the damaged door where otherwise permitted by law, provided the resulting opening is left in a safe and properly finished condition.

The affected doors are scheduled to be removed before September 7, 2026, and the resulting area will be left in a safe and properly finished condition.

We respectfully request that the Committee take into account that the panels had been replaced before the tenancy began, that the damage occurred after the tenant moved in, and that the condition identified in the Order is being corrected within the compliance period.

6. Windows

The window hardware has also been addressed. The crank mechanisms on three windows have been replaced and basement window has also been repaired.

The Order states that an exterior window was not capable of properly performing its intended function and directs repair or replacement of the window and damaged or missing components.

The relevant operating components have now been replaced. We therefore request that the windows be reinspected in their current condition and, if they are functioning normally and are weathertight, that this item be considered satisfied.

Ongoing Landlord-Tenant Proceedings and Financial Circumstances

There is also an ongoing landlord-and-tenant dispute involving this property.

The tenant has not paid the full rent owing since June 2026, resulting in substantial rental arrears and significant financial hardship to us as the property owners. An application has been filed with the Landlord and Tenant Board and a hearing is scheduled to address those arrears and the tenancy issues.

I recognize that the existence of rental arrears does not remove an owner's property-maintenance obligations. I am not raising the arrears as a reason to avoid necessary repairs.

Rather, I ask the Committee to consider this context when assessing the reasonableness of the compliance timeline and our conduct. Despite the significant loss of rental income and the ongoing dispute with the tenant, we have continued to attend to the property, arrange repairs, purchase materials, replace window hardware, reinforce the deck, remove debris and have the wasp infestation addressed.

Where damage has occurred during the tenancy, including the interior door, we also reserve our rights to seek recovery of those costs through the appropriate legal process.

Request to the Committee

In light of the corrective work that has already been completed, I respectfully request that the Property Standards Committee:

1. Rescind those portions of the Order that have now been fully complied with;
2. Permit a reinspection of the property in its present condition before any finding of non-compliance or penalty is imposed;
3. Modify the Order where the required work has already been performed or where the original description no longer reflects the present condition of the property;
4. Take into account regarding the pre-tenancy repair and subsequent damage to the interior door;
5. Provide a reasonable extension of time for any specific item that the Township determines still requires additional work after reinspection; and
6. Confirm precisely what additional work, if any, remains necessary so that we can address it without uncertainty.

Our intention throughout has been to maintain the property and respond to legitimate safety concerns. A substantial portion of the work identified in the August 19 Order has already been completed.

We respectfully request an opportunity to provide photographs, receipts, repair records, and any other relevant documentation to the Committee at the appeal hearing.

Thank you for your consideration.

Sincerely,

Daljeet Randhawa

[REDACTED]

[REDACTED]

396327 5 Line, Melancthon, ON, L9V 1P9



The Corporation of

THE TOWNSHIP OF MELANCTHON

157101 Highway 10, Melancthon, Ontario, L9V 2E6

Telephone - (519) 925-5525

Fax No. - (519) 925-1110

Website: www.melancthontownship.ca

Email: info@melancthontownship.ca

Sent by Courier and Regular Mail

September 9, 2026

Daljeet Singh Randhawa
Gursharn Kaur Randhawa
396327 5th Line
Melancthon, Ontario
L9V 1P9

Dear Property Owners,

Re: Order to Comply - Appeal received September 8, 2026

Please be advised that the Property Standards Appeal Committee is in receipt of your letter requesting an appeal of the Order to Comply, issued on August 19, 2026 for property located at 396327 5th Line.

The Property Standards Appeal Committee is established under the authority of the *Building Code Act* and the Township of Melancthon Property Standards By-law 27-2019 and has the mandate to hold hearings pertaining to property standards. As such, the Committee will hear your appeal on **Thursday, October 1, 2026 at 7:00 p.m.** The meeting will be held in the Council Chambers, 157101 Highway 10, Melancthon, Ontario.

You may wish to submit evidence to be presented at the hearing. All evidence (copies of each document) must be provided to the Clerk's office, addressed to my attention, at least three (3) business days prior to the hearing (no later than 4:30 p.m. on September 28, 2026). You will have an opportunity to present your evidence and information materials to the Committee as part of the hearing process.

Please be advised that this is a quasi-judicial body, and as such, is required under the *Statutory Powers Procedures Act*, to hold hearings that are open to the public, subject to certain exceptions in which the Committee may decide to hold the hearing in the absence of the public. Thus, your appeal will be open to the public and any member of the public may attend and view the proceedings. In addition, the agenda for the meeting and the subsequent minutes and recording of the meeting will be posted on the Township's website.

Pursuant to Section 5.4(3)(b) of the *Statutory Powers Procedure Act*, if the party notified does not attend the hearing, the tribunal may proceed in the party's absence and the party will not be entitled to any further notice in the proceedings.

Should you have any questions or concerns, please contact me directly at 519-925-5525.

Yours truly,

Original Signed

Denise B. Holmes, AMCT
CAO/Clerk

- c. Chris Johnston, By-law Enforcement Officer
Property Standards Appeal Committee



Phone: 519-925-5525

Fax: 519-925-1110

The Corporation of

The Township of Melancthon

157101 Highway 10, Melancthon, Ontario, L9V 2E6

ORDER TO COMPLY

*Issued pursuant to section 15.2(2) of The Building Code Act S.O. 1992, c. 23, as amended
and The Corporation of the Township of Melancthon Property Standards By-law 27-2019, as amended*

SENT VIA E-MAIL, TEXT MESSAGE, REGULAR MAIL AND COURIER

DATE: AUGUST 19, 2026

LOCATION/ADDRESS:

Address: 396327 5TH Line

Legal Description: CON 4 OS W PT LOT 6 RP 7R4
Roll Number: 2219 000 006 11990

ISSUED TO:

Name: Randhawa, Daljeet Singh, Randhawa, Gursharn Kaur
Address: 396327 5th Line Melancthon, ON

WHEREAS the property described above is owned by you, or in which you have an interest has been inspected by a Property Standards Officer on **AUGUST 18, 2026**

REPAIRS/CLEARANCE

The property described above does not conform with the standards prescribed in Property Standards By-law 27-2019, as amended of the Township of Melancthon. **IT IS HEREBY ORDERED**, pursuant to Section 15.2(2) of the Ontario Building Code Act, S.O. 1992, C.23, as amended, that the violations set out in the attached **Schedule "A"** be remedied and the property be brought into compliance with the prescribed standards.

TIME TO COMPLY

THE TERMS AND CONDITIONS OF THE ORDER MUST BE COMPLIED WITH ON OR BEFORE
SEPTEMBER 7, 2026

NOTICE

Take notice that if such repair or clearance is not carried out within the time specified in this Order, the Municipality may carry out the repair or clearance at the expense of the owner and place all costs on the tax roll for the property as a priority lien, in accordance with section 1 of the Municipal Act 2001. And further,

Take notice that if such repair or clearance is not carried out within the time specified in this Order, the Municipality shall place a penalty of \$2000.00 for non-compliance.

APPEAL

When the Owner or Occupant upon whom an Order has been served is not satisfied with the terms or conditions of the Order, the Owner or Occupant may appeal to the Property Standards Committee by sending a Notice of Appeal by registered mail to the Secretary of the Committee within (14) days after service of the Order. The address of the Committee is: The Township of Melancthon, Town Hall, 157101 Highway 10, Melancthon Ontario, L9V 2E6.

THE FINAL DATE FOR GIVING NOTICE OF APPEAL FROM THIS ORDER IS SEPTEMBER 7, 2026

AN ORDER THAT IS NOT APPEAL WITHIN THE TIME SPECIFIED SHALL BE DEEMED TO BE CONFIRMED

FAILURE TO COMPLY

- a) Every person who contravenes any of the provisions of this By-law is guilty of an offence and upon conviction therefore is liable to a penalty or penalties as provided in the Provincial Offences Act, R.S.O. 1990, c.P.33
- b) Every person who contravenes any of the provisions of this By-law is guilty of an offence and upon conviction therefore is liable to a penalty or penalties as provided in Section 36 of that Act, as may be amended, for each offence committed.



Issued By:
Chris Johnston
Property Standards Officer



Phone: 519-925-5525

Fax: 519-925-1110

The Corporation of

The Township of Melancthon

157101 Highway 10, Melancthon, Ontario, L9V 2E6

SCHEDULE "A"

Defects and conditions not in compliance with Property Standards By-law 27-2019, as amended

Item	Section	Defect & Remedy
1	5.1 – "All yards and vacant property shall be kept clean and free from rubbish and other debris"	<u>Location</u> Exterior yard in the vicinity of the fire pit <u>Condition / Defect:</u> A debris pile remains in the vicinity of the fire pit. Patio furniture was also observed in this area and appeared to be discarded. <u>You are hereby ordered to:</u> Remove and properly dispose of the debris pile, discarded patio furniture, rubbish and other discarded materials located in the vicinity of the fire pit. Maintain this area of the yard clean and free from rubbish and other debris. Please be advised that this item does not include the separate materials observed beneath or adjacent to the deck that were identified as being of mixed tenant and landlord ownership.
	9.2 – "Garbage, rubbish and ashes shall be removed and disposed of at the Corporation's approved landfill site"	
2	13.1 – "Every property shall be maintained so as to be as free as possible from rodents, insects and vermin"	<u>Location:</u> Beneath the exterior deck attached to the dwelling. <u>Condition / Defect:</u> A large active wasp nest was observed beneath the deck. During the inspection of this area, the Property Standards Officer was stung by a wasp.

		<u>You are hereby ordered to:</u> Treat and remove the wasp nest and eliminate the active wasp infestation. Take appropriate pest-control measures to maintain the property as free as possible from the insect infestation.
3	14.1 Exterior walls, roofs, chimneys, eaves, foundations, doors, shutters, balconies, porches, exterior steps or stairs, ramps and signs appurtenant to or attached to any building or structure shall be maintained so as to be free of defects which may constitute possible accident hazards.	<u>Location:</u> Exterior deck, railing and installed 4x4 posts. <u>Condition / Defect:</u> Several 4x4 wood posts had been cut and positioned/slotted beneath the deck and railing assembly. Upon physical inspection and manipulation, significant lateral movement and sway were observed. Each of the 4x4 posts inspected exhibited substantially the same condition. <u>You are hereby ordered to:</u> Repair, reinforce, reconstruct or replace the deficient portions of the deck, railing, 4x4 posts, connections and associated components so that the deck and its components are maintained in a safe and structurally sound condition and are free from defects which may constitute an accident hazard. The repairs shall eliminate the significant movement and sway observed during the inspection and shall provide effective structural support and bracing. Any damaged, deteriorated, improperly installed, inadequately secured or otherwise deficient components shall be repaired or replaced. Obtain any required building permits and inspections prior to or during the completion of the work, where applicable.
	14.2 Every part of any building shall be maintained in a safe and structurally sound condition so as to be capable of sustaining safely its own weight and any additional weight as may be put on it through normal use. Building materials which have been damaged or show evidence of rot or other deterioration shall be repaired or replaced.	
4	7.1 Steps, walks, driveways, parking spaces and other similar areas shall be maintained so as to afford safe passage under customary use and weather conditions.	<u>Location:</u> Exterior staircase leading from the elevated deck to grade. <u>Condition / Defect:</u> The exterior staircase and an associated 4x4 post

	14.1 Exterior walls, roofs, chimneys, eaves, foundations, doors, shutters, balconies, porches, exterior steps or stairs, ramps and signs appurtenant to or attached to any building or structure shall be maintained so as to be free of defects which may constitute possible accident hazards.	were physically inspected. Significant movement and sway were observed in the staircase assembly when manipulated. <u>You are hereby ordered to:</u> Repair, reinforce, reconstruct or replace the exterior staircase, supports, posts, connections and associated components as necessary so that the staircase is stable, structurally sound, free from accident hazards and capable of providing safe passage under customary use. All required permits and approvals shall be obtained where applicable.
5	14.2 Every part of any building shall be maintained in a safe and structurally sound condition so as to be capable of sustaining safely its own weight and any additional weight as may be put on it through normal use. Building materials which have been damaged or show evidence of rot or other deterioration shall be repaired or replaced.	<u>Location:</u> Interior door located in the living room area of the dwelling <u>Condition / Defect:</u> The interior door remained damaged at the time of inspection. The glass portion of the door remained broken or damaged. <u>You are hereby ordered to:</u> Repair or replace the broken or damaged glass and any associated damaged components of the door so that the door and surrounding components are maintained in a safe condition. Alternatively, remove the damaged door where removal is otherwise permitted by applicable law and leave the resulting opening and surrounding construction in a safe and properly finished condition.
6	27.1 Every existing opening in the exterior surface of a building designed for a door or window shall be equipped with a door or window capable of performing the intended	<u>Location:</u> Exterior window of the dwelling identified during the interior inspection. <u>Condition / Defect:</u>

	function.	The window remained broken at the time of inspection and was not being maintained in a condition capable of properly performing its intended function. <u>You are hereby ordered to:</u> Repair or replace the broken window and all damaged or missing components. Upon completion, the window shall be capable of performing its intended function and shall be maintained in a weathertight condition. Any broken glass, damaged framing, missing components or other deficient materials associated with the window shall be repaired or replaced.
	27.2 Doors, windows and skylights shall be maintained so that they are weathertight, and any damaged or missing parts are repaired or replaced.	