

The Rural Municipality of Minto-Odanah

By-Law # 9/23

Vacant and Derelict Building By-law

BEING A BY-LAW of The Rural Municipality of Minto-Odanah to establish a system to regulate the condition and maintenance of vacant dwellings and non-residential buildings, and to establish a process to take title to vacant and derelict buildings, to be known as the “Vacant and Derelict Building By-law”.

WHEREAS the Rural Municipality of Minto-Odanah is empowered by Part 7, Division 2, Section 232 of The Municipal Act, RSM 1996, c.M225, to pass a by-law with respect to the condition and maintenance of vacant dwellings and non-residential buildings; and

WHEREAS the existence of unsightly vacant buildings produces a harmful visual impact on a streetscape, creates the impression of decline, lowers property values and raises the likelihood of arson, vandalism, drainage problems and vermin infestation; and

WHEREAS The Rural Municipality of Minto-Odanah deems it expedient and in the public interest to establish a system to regulate the condition and maintenance of vacant, unsafe and unsightly buildings; and

WHEREAS Section 247.1 of The Municipal Act provides for a process by which a municipality may take title to vacant and derelict buildings; and

WHEREAS it is necessary to establish a process for issuing preliminary derelict building orders, second notices and derelict building certificates in respect of derelict properties in order to take advantage of these provisions in The Municipal Act;

NOW THEREFORE it is hereby enacted as a By-Law of the Rural Municipality of Minto-Odanah, in open session duly assembled at the Council Chambers in the Town of Minnedosa, in Manitoba, as follows:

PART 1: DEFINITIONS

1. All references herein to “he” shall include “she” unless the context thereof requires otherwise.
2. In this by-law:

“*BOARDED BUILDING*” means a vacant structure boarded up in accordance with Part II of Schedule “B” of this by-law.

“*BUILDING*” means any structure used or intended for supporting or sheltering any use or any occupancy

“*COUNCIL*” means the Council of the Rural Municipality of Minto-Odanah.

“*DERELICT PROPERTY*” means property upon which is located a vacant dwelling or non-residential building that is not in compliance with the provisions of this by-law.

“*DESIGNATED EMPLOYEE*” means the Chief Administrative Officer of the Rural Municipality of Minto-Odanah and any employee of the Municipality to whom he or she has delegated authority or duty granted or imposed under this By-law.

“*DWELLING*” includes any building, part of a building, mobile home, trailer or other covering or structure, the whole or any portion of which has been used, is used, or is capable of being used for the purposes of human habitation with the land and premises appurtenant thereto and all accessory buildings, fences, or erections thereon or therein, and every dwelling unit within the building.

“*INSPECTOR*” means Building Inspector or any other person or agency employed by or acting for the Municipality and partially or wholly responsible for the building safety and property standards within the Municipality.

“*NON-CONFORMANCE*” means a condition which does not comply with the standards established by this by-law.

“*NON-RESIDENTIAL PROPERTY*” means any building used for any purpose other than a dwelling.

“*OWNER*” means the registered owner of the land and premises and includes:

- i) the person that for the time being is managing or receiving the rent of the land or premises in connection with which the word “owner” is used, whether on his own account or as agent or trustee of any other person; or
- ii) the person who would so receive the rent if such land and premises were let; or
- iii) the vendor of such land under an agreement for sale who has paid any land taxes thereon after the effective date of the agreement; or
- iv) the person that for the time being is receiving installments of the purchase price of the land or premises in connection with which the word “owner” is used, sold under an agreement for sale whether on his own account or as an agent or trustee of any other person; or
- v) the person who would so receive the installments of the purchase price if such land or premises were sold under an agreement for sale.

“*SECURED BUILDING*” means any building or structure that meets the conditions set out in PART I of Schedule “B” of this by-law.

“*STANDARDS*” means the standards prescribed in this by-law for the maintenance and improvement of the physical condition and for the fitness for occupancy of any building or other structure or properties, or parts thereof, together with the surrounding lands.

“*UNSAFE BUILDING*” means any structure that is in an unsafe condition in that it is open and vacant.

“*UNSLIGHTLY*” means premises that are in non-compliance with Sections 2, 3, 4, 5 and 8 of Schedule “A” to this by-law or as otherwise determined by the Building Inspector or Designated Employee. Any boarded building is also deemed to be unsightly.

“*VACANT BUILDING*” means any building or structure or portion thereof that is used or intended to be used for the purpose of human habitation that is unoccupied and is deemed to be unsafe.

PART II - STANDARDS

Requirements for All Vacant Buildings

3. The owner of a vacant dwelling or non-residential property must ensure that the premises is in compliance with the standards set out in Schedule “A”.

Choice Between Securing or Boarding Up

4. Vacant or open and unguarded buildings to which entry can be gained shall be deemed unsafe. The owner of a vacant and open dwelling must ensure that the dwelling is secure from unauthorized entry by complying either with Part I or Part II of Schedule “B”.
5. A dwelling may remain boarded up in accordance with Part II of Schedule “B” for a maximum of Twenty-One (21) days after which the owner shall ensure that the property and buildings are restored to an acceptable, slightly condition as determined by the Building Inspector or Designated Employee.

PART III – ORDER TO MAINTAIN

6. Any inspector, duly appointed and authorized for the purpose, may, at all reasonable times, without the consent of the owner or occupier, enter upon any building or premises in the Municipality that is boarded or appears to be vacant for the purpose of determining:
- (a) whether the building is vacant; and
 - (b) whether the building complies with this by-law.
7. (a) If as a result of the inspection of any vacant dwelling or non-residential property, an inspector is satisfied that the vacant dwelling or non-residential property does not comply to the standards set forth in Schedule "A" to this by-law, he may make an Order to Maintain, in a form as set out in Schedule "C" hereto, a copy of which shall be served on the owner by personal service or by certified or registered mail mailed to him at his address as shown on the latest assessment roll of the Municipality. When service cannot be effected either by personal service or by certified or registered mail, then such Order and/or placard may be posted on the property subject to the Order.
- (b) If, upon attempt to effect service of an Order to Maintain hereunder an inspector learns the owner of the property is deceased then the Order shall be served upon the executor, administrator, successor or assignee of the deceased. If such party cannot be located then service shall be effected by posting the Order on the property subject to the Order.
8. The Order to Maintain shall contain:
- (a) a description of the land, building or premises sufficient to identify it;
 - (b) the particulars of each non-conformance and the date by which it must be corrected;
 - (c) except in the case of an immediately dangerous non-conformance, the final date for giving notice of objection from the Order;
- and may also contain an outline of what action may be taken to make the vacant dwelling or non-residential property conform to the standards and any other information that the inspector deems necessary.
9. Except in the case of an immediately dangerous non-conformance, the date by which the non-conformance shall be corrected shall be a minimum of Twenty-One (21) days from the date of service of the Order to Maintain made pursuant to Section 7. If the Order is served by mail, the Order shall be deemed to have been served and received by the owner on the day of the date of receipt thereof shown on the "Acknowledgement of Receipt" form issued by the Canada Post Office or "Proof of Delivery" form signed by the person acknowledging receipt thereof.
10. The Designated Employee may postpone the last day when a non-conformance must be corrected as shown in the Order to Maintain only upon a showing by the owner that he is making reasonable efforts to correct the non-conformance, but that full correction cannot be completed within the time provided because of technical difficulties, inability to obtain necessary materials or labour, or inability to gain access to the building unit wherein the non-conformance occurs. Any postponement of the last day for compliance does not extend the initial 14 day period for appealing the Order however, the owner does have 7 days from the date the postponement was granted to appeal the postponement.
11. Except in the case of an immediately dangerous non-conformance, the owner, or a person authorized in writing by him to act on his behalf, may appeal any provision of an order issued under Subsection 7. (a) by filing with the Chief Administrative Officer a notice of objection within fourteen (14) days following the service of a copy of the Order issued pursuant to this by-law.
12. Except in the case of an immediately dangerous non-conformance, the filing of a notice of objection to an Order to Maintain or any provision thereof as set out in Section 11 shall operate as a stay of proceedings to correct a hazardous or non-hazardous non-conformance pending consideration of the appeal by the Council.

13. Any failure to comply with a decision or order of the Council is an offence and is subject to the penalty provisions and such further action as set out in the by-law.
14. Where an owner has failed to comply with an Order either of an inspector or an Order made by the Council, as the case may be, then the designated employee may cause the non-conformance to be corrected without any further notice to the owner. The entire costs of correcting the non-conformance, which can and may include, but are not limited to legal fees, disbursements and administrative fees, are considered an amount owing to the municipality pursuant to provisions of The Municipal Act and may be collected by the municipality in the same manner as a tax maybe collected or enforced in The Municipal Act.
15. Where the Owner fails to comply with an Order to Maintain as outlined in Section 8(c) of Schedule "A" to this By-law, the municipality will remedy the non-conformance and a charge of three hundred dollars (\$300.00) per lot or parcel shall be levied against the property in question. This amount shall be considered an amount owing to the municipality, and shall be added to the tax roll of the municipality in the name of the owner.
16. In the case of an immediately dangerous non-conformance, the designated employee may take whatever actions or measures are necessary to eliminate the non-conformance pursuant to Section 247 of The Municipal Act.
- General Offence and Penalty**
17. (a) Every person who contravenes, or refuses, neglects, omits, or fails, to obey or observe any provision of this by-law is guilty of an offence and liable on summary conviction to a fine, pursuant to subsection 249(1) of The Municipal Act, not exceeding Five Hundred Dollars (\$500) or to imprisonment for a term not exceeding three (3) months, or to both such a fine and such an imprisonment.
- (b) Every person who obstructs or interferes with an inspector in the performance of his duties under this by-law is guilty of an offence and is liable on summary conviction to the same penalties as set out in subsection (a).

PART IV – DERELICT BUILDING ORDERS

Preliminary Derelict Building Order

18. A designated employee shall issue a Preliminary Derelict Building Order in respect of a property if he is satisfied that:
- (a) the registered owner of the property has been found guilty of contravening the Vacant and Derelict Building By-law; and
- (b) the property continues to be in contravention of the by-law.

Form of Order

19. A Preliminary Derelict Building Order must be issued in the form set out in Scheduled "D" to this by-law, and must include:
- (a) the legal description of the property;
- (b) a statement that the property is a derelict property and
- (c) a statement that the property may be transferred to the Rural Municipality of Minto-Odanah if it is not brought into compliance with the Vacant and Derelict Buildings By-law.

Service

20. The designated officer who issues a Preliminary Derelict Building Order must ensure that a copy of the order is:
- (a) promptly registered against the derelict property in the Neepawa Land Titles Office; and

- (b) personally served on the registered owner of the derelict property and on every other person who, on the day the order is registered at Neepawa Land Titles Office, appears from the records to have an interest in the property.

Time Frame for Compliance

21. The registered owner shall have a minimum of Ninety (90) days to bring the property into compliance with the Vacant and Derelict Building By-law after this Order has been served on the registered owner.

Right to Appeal

22. Any person served with a Preliminary Derelict Building Order may appeal same to the Council. The appeal must be made in writing and must be received by the Chief Administrative Officer within 90 days after the Order has been served on the registered owner.

Second Notice of Preliminary Order

23. A second notice of the Preliminary Derelict Building Order may be issued if a property continues to remain a derelict property for more than Thirty (30) days after the day on which the Preliminary Derelict Building Order was served on all persons required to be served under Section 20.

24. The second notice of the Preliminary Derelict Building Order must be issued in the form set out in Schedule "E" to this by-law, and must include:

- (a) the legal description of the property;
- (b) a statement that the property continues to be a derelict property; and
- (c) a statement that if the property is not brought into compliance with the Vacant and Derelict Buildings By-law within Sixty (60) days, title to the above noted property may be issued in the name of the Rural Municipality of Minto-Odanah and the persons being served may be forever stopped and debarred from setting up any claim to or in respect of the property.
- (d) a copy of the original Preliminary Derelict Building Order.

25. The designated employee must ensure that a copy of the second notice is:

- (a) promptly registered against the derelict property in the Neepawa Land Titles Office; and
- (b) personally served on the registered owner of the derelict property and on every other person who, on the day the order is registered at Neepawa Land Titles Office, appears from the records to have an interest in the property.

Application for Derelict Building Certificate

26. A designated officer may apply to the Council for a Derelict Building Certificate if:

- (a) a Preliminary Derelict Building Order and a second notice have been issued, registered and served in accordance with the provisions contained herein;
- (b) the time period for bringing the property into compliance with the Vacant and Derelict Building By-law provided in the second notice of the Preliminary Derelict Building Order has expired;
- (c) the appeal period has expired, or if the Council has reviewed the order and confirmed same, or varied the order, but the order as varied, has not been complied with; and
- (d) the designated officer is satisfied that the property continues to be in contravention of the Vacant and Derelict Building By-law.

27. When applying for a Derelict Building Certificate, a designated employee must provide to the Council, a completed and sworn or affirmed statutory declaration in the form set out in Schedule "F" to this by-law.

28. The Council, upon receipt of an application for a Derelict Building Certificate, may, by resolution, issue the certificate if there is evidence that the property continues to be a derelict property; and in the opinion of the Council, there is a satisfactory plan for redeveloping the property.

Application for Title

29. When a Derelict Building Certificate is issued, the designated officer may

- (a) register the certificate against the derelict property in the Neepawa Land Titles Office; and
 - (b) apply to the District Registrar for title to the derelict property to be issued in the name of the Rural Municipality of Minto-Odanah.
30. Application for title must be made within 120 days after the Council issued the Derelict Building Certificate.

PART V: REPEAL AND ENACTMENT

DONE AND PASSED as a By-Law of The Rural Municipality of Minto-Odanah at Minnedosa, MB. in the Province of Manitoba, this 14th day of September, 2023.



Ron Carr – Deputy Reeve



Aaren Robertson – C.A.O.

- Read a first time this 13th day of July, 2023.
- Read a second time this 10th day of August, 2023.
- Read a third time this 14th day of September, 2023.

SCHEDULE "A"
TO BY-LAW NO. 9/23

MAINTENANCE STANDARDS FOR VACANT BUILDINGS

Structurally Sound

1. (a) Basement, cellar or crawl space floors shall be maintained in good repair and structurally sound.
- (b) Every part of a building shall be maintained in a structurally sound condition so as to be capable of sustaining safely its own weight and any load to which it may be subject.
- (c) Materials which have been damaged or show evidence of rot or other deterioration shall be repaired or replaced.
- (d) The Authority Having Jurisdiction may require that a structural analysis of the building be carried out by a Professional Structural Engineer licensed to practice in the Province of Manitoba.

Exterior Walls

2. (a) Every exterior wall shall be free of holes, breaks, loose or rotting boards or timbers, and any other conditions which might admit rodents, rain or dampness to the interior portions of the walls or the interior spaces of the dwellings. Such defective materials or objects shall be removed, repaired or replaced.
- (b) All exterior surfaces shall be of materials which provide adequate protection from the weather.
- (c) The exterior walls and their components shall be maintained so as to prevent their deterioration due to weather and shall be so maintained by the restoring or repairing of the walls, coping or flashing, by the waterproofing of the joints and of the walls themselves, or be covered by a protective surface where this is necessary to resist deterioration of the structural surface.

Roof

3. (a) A roof includes the fascia board, soffit, cornice and flashing, and shall be maintained in a watertight condition so as to prevent leakage of water into the building.

Doors and Windows

4. (a) Every exterior door to a dwelling, every door to a dwelling unit or housekeeping dwelling unit, and every door to rooms occupied by roomers, when closed, shall fit reasonably well within its frame and shall have hardware so as to be capable of being locked from both inside and outside.
- (b) Every opening in an exterior wall that is used or required for ventilation or illumination, and is not protected by a window or door, and could permit the entry of rodents or vermin shall be screened with wire mesh, metal grille, or other durable material, or otherwise protected so as to effectively prevent the entry of rodents or vermin.

Porches, Sheds, Stairs

5. Every porch, shed and stairway in, on or appurtenant to a building shall be maintained in good repair so that no component thereof is broken, loose, rotted or deemed to be unsafe.

Floors

6. (a) Every floor shall be free of loose, warped, protruding or rotting floor boards, shall be free of other defects that are accident hazards.

Sewage and Drainage

7. (a) No roof drainage or surface drainage shall be discharged on stairs or neighbouring property and all such drainage shall be conveyed so as not to cause dampness in the walls, ceilings, or floors of any portion of the building itself or any adjacent building.

- (b) Sewage shall be discharged only into a sewerage system in accordance with the provisions of the Province of Manitoba.
- (c) Rainwater drainage shall be directly or indirectly channeled into surface drainage channels. Drainage by way of weeping tiles shall be allowed.

Maintenance of Yards

8. (a) A yard shall be kept free and clean from:

- (1) rubbish, garbage, weeds and other debris;
 - (2) wrecked, dismantled, partially dismantled vehicles, trailers and other machinery or any parts thereof; and
 - (3) objects and conditions, including holes and excavations, that are health, fire or accident hazards.
- (b) A yard all be graded in such a manner as to prevent the excessive or recurrent ponding of storm water or the entrance of water into a basement or cellar and shall be cultivated or protected with a suitable ground cover to prevent erosion of the soil.
- (c) Grass shall be maintained at a length so as not to be unsightly or to create a fire hazard.

Walks

9. Every walk, driveway and parking space and all exterior steps shall be kept in good repair and shall be maintained so as to afford safe passage under normal use and weather conditions.

Fences and Accessory Buildings

10. All fences and accessory buildings shall be kept weather resistant, in good repair, and free from health, fire and accident hazards.

Unsafe Conditions and Dangerous Buildings

12. When a building or structure or part thereof, or a well, excavation, or opening, is in an unsafe condition, an Inspector may proceed to take action pursuant to the provisions contained in the Municipality's Building By-law as it relates to unsafe conditions.

Hazardous Conditions

13. No dwelling, or any part thereof, or the lot upon which it is situated shall be used as a place of storage, keeping or handling of any article dangerous or detrimental to life or health, nor of any combustible article, except under such conditions as may be prescribed by the Fire Chief under authority of a written permit issued by him.

SCHEDULE B
TO BY-LAW NO. 9/23

PART I - REQUIREMENTS FOR SECURED BUILDINGS

A dwelling shall be secured in accordance with the following requirements:

- (a) every exterior door to the dwelling is operational, fits tightly within its frame when closed and is locked as to prevent entry;
- (b) all windows are either permanently sealed or locked, but not boarded, so as to prevent entry;
- (c) all windows, doors, basement and attic hatchways and their frames are so constructed and maintained to completely exclude rain and substantially exclude wind from entering the structure;
- (d) all exterior walls must be free of holes, breaks, loose or rotting board or timbers and any other condition which might admit insects, rodents or other pest to the interior of the wall of the interior of the dwelling; and
- (e) every window is kept in good repair.

PART II - REQUIREMENTS FOR BOARDED BUILDINGS

A dwelling shall be boarded up in accordance with the following requirements:

- (a) doors, windows and other openings at the basement and first floor levels shall be covered with a solid piece of plywood, at least 11 mm thick and the plywood shall be secured with nails at least 50 mm long, spaced not more than 150 mm on centre;
- (b) unless otherwise accepted by the Authority having jurisdiction, all doors, windows and other openings on the second and third floors shall be covered with a solid piece of plywood, at least 8 mm thick. This plywood shall be adequately nailed or otherwise secured;
- (c) plywood applied to openings shall be installed from the exterior, shall be fitted within the frames in a manner accepted as good workmanship, and shall be painted with two coats of white paint on the exterior side;
- (d) exterior access to floor areas above the first floor, such as fire escapes and ladders shall be:
 - (1) removed up to the second floor level or to a height of 4 meters above the ground, whichever is lesser; or
 - (2) guarded to the satisfaction of the Authority having jurisdiction;
- (e) openings to passageways shall be adequately secured and protected. Openings in a street or sidewalk to any passageways shall be covered with an appropriate metal plate, having a thickness not less than 8 mm and the plate shall be anchored or secured to prevent it from shifting. Alternatively, the areaway may be filled with concrete or unshrinkable fill to the satisfaction of the Authority having jurisdiction;
- (f) fascia signs, overhanging signs, roof signs and all other appurtenances, such as sun visors or awnings, shall be removed if they are in a dangerous condition or could create such a condition;
- (g) all loose material on the exterior of the building shall be removed and any condition which may become a hazard or danger to the public shall be corrected;
- (h) all utilities, such as hydro, gas and water, shall be cut off or shut off to the satisfaction of the utility concerned.

**SCHEDULE "C"
TO BY-LAW NO. 9/23**

ORDER TO MAINTAIN

TO: _____, as registered owner

FROM: RURAL MUNICIPALITY OF MINTO-ODANAH

PURSUANT to The Rural Municipality of Minto-Odanah Vacant and Derelict Building By-law No. 9/23, an Inspector for the Rural Municipality of Minto-Odanah has inspected the land, building and premises commonly known as:

{CIVIC ADDRESS}, in the Rural Municipality of Minto-Odanah, in Manitoba,

said property being legally described as:

{LEGAL DESCRIPTION and ROLL NUMBER}

the registered owner of the said property being:

{NAME OF REGISTERED OWNER}

and as a result of this inspection, the Inspector is satisfied that the land, building, and premises do not comply with the standards prescribed in the said By-law in that:

{LIST OF NON-COMPLIANCE ITEMS}

The above are contraventions of Section(s)

{LIST SECTION NUMBERS OF BY-LAW CONTRAVENTIONS}

PURSUANT to SECTION 7 of the said By-law, {NAME OF INSPECTOR}, being an Inspector of the Rural Municipality of Minto-Odanah, herewith orders you to bring the property into conformity with the provisions of the said by-law and herewith orders you to bring the said property into conformity with the provisions of the said by-law within _____ days from the date of service of this Order.

{A BUILDING PERMIT UNDER THE RURAL MUNICIPALITY OF MINTO-ODANAH BUILDING BY-LAW WILL BE REQUIRED TO DO THE WORK NECESSARY TO COMPLY WITH THE VACANT AND DERELICT BUILDING STANDARDS BY-LAW.}

PURSUANT to SECTION 11 of the said by-law, the owner(s) or a person authorized in writing by him/her to act on his/her behalf, may appeal this Order or any provisions hereof by filing with the Chief Administrative Officer, a NOTICE OF OBJECTION within FOURTEEN (14) DAYS following the service of this Order.

SECTION 14 of the said by-law provides:

"Where an owner has failed to comply with an Order either of an inspector or an Order made by the Council, as the case may be, then the Authority having jurisdiction may cause the non-conformance to be corrected without any further notice to the owner. The entire costs of correcting the non-conformance are considered an amount owing to the municipality as per provisions of The Municipal Act and shall be added to the taxes of the owner."

SIGNED at the Town of Minnedosa, in Manitoba, this _____ day of A.D. 20_____.

RURAL MUNICIPALITY OF MINTO-ODANAH

(DESIGNATED EMPLOYEE)

**SCHEDULE “D”
TO BY-LAW NO. 9/23**

PRELIMINARY DERELICT BUILDING ORDER

RE: (legal description of property)

commonly known as _____ (civic address) in the
Rural Municipality of Minto-Odanah:

WHEREAS the registered owner of the above-noted property has been found guilty of
contravening a derelict building by-law, namely, the Vacant and Derelict Buildings By-law No.
9/23, on _____ (date);

AND WHEREAS I am satisfied on the basis of the inspection of the above-noted property by an
enforcement officer with authority to enforce the Vacant and Derelict Buildings By-law that the
property continues to be in contravention of the Vacant and Derelict Buildings By-law;

THEREFORE, TAKE NOTICE THAT

The above-noted property is a derelict property as defined in *The Municipal Act of Manitoba*.

The above-noted property may be transferred to the Rural Municipality of Minto-Odanah if it is
not brought into compliance with the Vacant and Derelict Building By-law within ninety (90)
days after this Order has been served on the registered owner.

AND FURTHER TAKE NOTICE THAT

You may have a right to appeal this Order to the Council of the Rural Municipality of Minto-
Odanah. Your appeal must be in writing and must be received by the Chief Administrative
Officer, Rural Municipality of Minto-Odanah Office; 49 Main Street South, Minnedosa,
Manitoba, R0J 1E0 within ninety (90) days after this order has been served on you.

If you have any questions concerning this Order or the consequences of failing to bring the
property into compliance with the Vacant and Derelict Building By-law No. 9/23, please contact
_____ at (204) 867-3282 .

Designated Employee

Date

**SCHEDULE "E"
TO BY-LAW NO. 9/23**

**SECOND NOTICE OF A
PRELIMINARY DERELICT BUILDING ORDER**

RE: (legal description of property)

commonly known as _____ (civic address) in the Rural Municipality of Minto-Odanah:

WHEREAS a Preliminary Derelict Building Order in respect of the above-noted property was issued on _____ (copy attached);

AND WHEREAS more than thirty (30) days have passed since all the persons required by *The Municipal Act of Manitoba* to be served with a copy of the Preliminary Derelict Building Order were served with a copy of the Order;

AND WHEREAS the property continues to remain a derelict property in that it is not in compliance with the Vacant and Derelict Building By-law;

THEREFORE TAKE NOTICE THAT

Unless the above-noted property is brought into compliance with the Vacant and Derelict Building By-law within sixty (60) days after this Second Notice is served on the registered owner of the property and the interested persons on whom it is required to be served

- Title to the above-noted property may be issued in the name of the Rural Municipality of Minto-Odanah; and
- You may be forever be stopped and debarred from setting up any claim to or in respect of the property.

You have a right to appeal the Preliminary Derelict Building Order or the time period set out in it for bringing the property into compliance with the Vacant and Derelict Building By-law No. 9/23 to the Council of the Rural Municipality of Minto-Odanah. Your appeal must be in writing and must be received by the Chief Administrative Officer, Rural Municipality of Minto-Odanah Office; 49 Main Street South, Minnedosa, Manitoba, R0J 1E0 within sixty (60) days after this Second Notice has been served on you.

If you have any questions concerning this Order or the consequences of failing to bring the property into compliance with the Vacant and Derelict Buildings By-law No. 9/23, please contact _____ at (204) 867-3282 .

Designated Employee

Date

**SCHEDULE “F”
TO BY-LAW NO. 9/23**

STATUTORY DECLARATION

RE: (legal description of property)

commonly known as (civic address) in the Rural Municipality of Minto-Odanah:

I, _____, a Designated Employee for the purposes of the Vacant and Derelict Building By-law No. 9/23,

MAKE OATH (OR AFFIRM) AND SAY THAT

A Preliminary Derelict Building Order in respect of the above-noted property was issued on _____ (date) and a Second Notice of a Preliminary Derelict Building Order in respect of the above-noted property was issued on _____ (date). Both the Preliminary Derelict Building Order and the Second Notice of a Preliminary Derelict Building Order have been registered at the land titles office and have been served in accordance with *The Municipal Act of Manitoba*.

The time period for bringing the above-noted property into compliance with the Vacant and Derelict Building By-law provided in the Preliminary Derelict Building Order and the Second Notice of a Preliminary Derelict Building Order has expired.

The time period within which an appeal against the Preliminary Derelict Building Order may be taken has expired or, if an appeal against the Order was taken, the appeal has been decided and the decision either (a) confirmed the Order or (b) varied the Order but the person has not complied with the Order as varied.

I am satisfied on the basis of inspections carried out by me or by other employees of the Rural Municipality of Minto-Odanah who are authorized to enforce the Vacant and Derelict Building By-law that the property continues to be in contravention of the By-law.

Sworn or affirmed before me this _____ day)
)
of _____ in the year 20____, in the)
Town of Minnedosa in the Province of Manitoba.)

Signature of Designated Employee

A (Commissioner of Oaths/Notary Public)
in and for the Province of Manitoba.
My commission expires on _____.

PROCESS TO TAKE TITLE TO DERELICT BUILDING

