

To: Mayor & Members of Council
From: Jessie Clark, Director of Corporate Services/Clerk on behalf of the Short Term Rental Working Group
Date: September 7, 2021
Re: Short Term Rental Licensing – Additional Considerations

Recommendation:

That Council receive the report from the Director of Corporate Services/Clerk, on behalf of the Short Term Rental Working Group, regarding Short Term Rental Licensing – Additional Considerations; and further

That Council direct the Short Term Rental Working Group to develop a Public Consultation Process to receive input regarding a Licensing Program, with an implementation date to be determined by Council at a later date; and further

That Council appoint an additional member of Council to serve on the Working Group.

Financial Implications:

No changes from original report.

Background:

The Short Term Rental Licensing – Revised Report was received in January and Council deferred a decision on this matter until September. With the exception of some minor modifications to the recommendations, noted below and underlined in the attached Report, the Working Group continues to support a Licencing Program as the most effective long-term measure to address both the conflicts arising between Short Term Rentals (STR) and neighbours and the health and safety concerns associated with STRs.

The Short Term Rental Working Group, comprised of Councillor Armstrong; CAO/Treasurer Donna Teggart; Planner Adele Arbour; Planning Administrator Allison Martin; Chief Building Official Barb Waldron; and Director of Corporate Services/Clerk Jessie Clark, reconvened August 19, 2021 to revisit this issue and to thoroughly review the previous report, as well as the current situation in Ontario municipalities for short term rental regulations.

During the deferral period, the members of the Working Group individually performed ongoing monitoring and review of municipalities that have been looking at regulating STRs and various approaches these municipalities have taken. The Working Group also shared and considered input received during this period from various stakeholders and the public.

Several modifications were made to the application requirements to reword the site plan and floor plan requirements. Clarification was also made with regards to compliance with the Fire Code, Building Code and Building Code Act in order to ensure matters that deal with the health and

safety of guests can be adequately addressed. The requirement that the STR not be serviced by a holding tank was removed with the understanding that Peterborough Public Health will be required to review the current septic system, which may be a holding tank, and confirm that the system is appropriate for the intended use as a STR.

Additionally, the proposed \$1,000.00 fee will be comprehensively reviewed in order to more accurately estimate the cost of the licencing program in order to attempt to ensure the program is cost-recoverable while being reasonable.

Lastly, some items were removed from consideration of supporting documents to be developed in order to focus staff time and effort on the most impactful documents to ensure successful implementation of a licencing program.

The Working Group removed the recommendation to draft a licencing by-law at this time. A public consultation process will be developed to get input from the public on the proposed requirements, restrictions, fees and fines, demerit point schedule, enforcement, and appeals committee as described in the original report. The proposed public consultation will involve a survey, newspaper notices, signage at the Transfer Stations, Notice in the Tax Bill and Newsletter, and a public meeting. After public input has been received and reviewed, a final recommendation will be made to Council, and should Council still support a licensing approach, a draft by-law will be prepared. The Working Group would encourage the public consultation process to be scheduled in a way that would allow for a final draft by-law to be presented to Council and implemented in spring/summer 2022, pending the results of the public consultation.

In order to ensure a comprehensive and productive public consultation process, the Working Group also recommends that the Working Group not be dissolved in order to assist with the development. If Council agrees with this recommendation, the Working Group would request that Council appoint an additional member of Council to serve on the Working Group to fill the vacancy left by the Mayor.

Submitted by:

Approved by:



Jessie Clark, Director of Corporate Services/Clerk



Donna Teggart, CAO/Treasurer

Attachments:

Short Term Rental Licencing – Revised Report



Report to Council

To: Mayor & Members of Council
From: Adele Arbour, Temporary Manager of Building and Planning
Date: January 12, 2021
Re: Short Term Rental Licensing - **REVISED REPORT**

Recommendation:

That Council receive the revised report from the Temporary Manager, Building and Planning, on behalf of the Short Term Rental Working Group, addressing Short Term Rental Licensing for their information; and further

~~**That** Council direct staff to prepare a draft Short Term Rental (STR) Licensing By-Law and associated application forms for public consideration based upon the revisions detailed in this report; and further~~

~~**That** Council direct the Working Group staff to develop a Public Consultation Process to receive input regarding the draft Licensing By-Law, a Licencing Program with an implementation date to be determined by Council at a later date; and further~~

~~**That** the STR Working Group be dissolved.~~

That Council appoint an additional member of Council to serve on the Working Group.

Financial Implications:

The development of a Licensing By-Law will incur Municipal administrative processing and enforcement costs. It is anticipated that these costs can be recovered through the licensing fees. The Municipality typically budgets \$10,000.00 annually for by-law enforcement services. This amount was increased to \$25,000.00 in the 2021 budget in anticipation of a 2021 implementation date for STR licensing. Any further costs cannot be determined at this time and can be provided at the time of presenting the draft rules and regulations of the Licensing By-Law to Council.

Background:

At the December 1, 2020 Council Meeting, the following resolution was approved:

Resolution No. **R2020-662**

Moved by Councillor Armstrong

Seconded by Councillor Franzen

That Council receive the report from the Temporary Manager of Building and Planning, on behalf of the Short Term Rental Working Group, regarding

Short Term Rental Licensing for their information; and further
That Council direct staff to prepare a Short Term Rental (STR) Licensing By-Law and associated application forms for public

consideration; and further

That Council direct staff to review and update the existing relevant by-laws as outlined in this report and a draft Nuisance By-Law for Council's consideration; and further

That Council direct the Short Term Rental Working Group to reconvene two more times to obtain information from stakeholders which the Working Group has already heard from and fine tune the report to bring back to Council.

Carried.

The Working Group met December 14, 2020 to obtain additional information from the stakeholders who wished to make a further submission regarding the recommendations contained in the December 1, 2020 staff report. The Working Group met again on December 18, 2020 with the Municipal Solicitor.

Staff have taken the original report that was presented to Council on December 1, 2020 and added fine tuning/highlighted changes and clarifications, which are shown in bold.

At the September 1, 2020 Council Meeting, the following resolution was approved:

Resolution No. **R2020-463**

Moved by Mayor Clarkson

Seconded by Councillor Lambshead

Whereas Short Term Rentals are a growing challenge for Municipalities to manage; and

Whereas this is a complex issue with many types of short term rentals, and negative impacts as well as positive benefits;

Therefore, Council directs the creation of a Working Group to investigate the issue in our Municipality; to understand the problems and the extent of them; to receive legal advice on enforceable options; to invite public input, including but not limited to, impacted ratepayers, commercial tourist establishments, and ratepayers who own short term rentals; to research best practices implemented by other like Municipalities; and to explore and recommend potential policies for Trent Lakes; and further
That Council appoint Mayor Clarkson and Councillor Armstrong to serve on the Working Group with staff members as appointed by the CAO; and further

That the Working Group be tasked with presenting a report back to Council by year end.

Carried.

Staff assigned to the Working Group included Donna Teggart, CAO, Jessie Clark, Director of Corporate Services/Clerk, Adele Arbour, Planning Technician and John Eisinga, Chief Building Official.

Process:

Initially the Working Group searched the web to understand how many Short Term Rentals (STRs) were in the Municipality and determined there were approximately 150 properties. **To assist in understanding the size of the Short Term Rental (STR) sector, the Working Group scanned the web for the number of advertised STR properties in the Municipality. At that point in time, there were approximately 150 advertised properties.** A list was compiled and documentation obtained from those Municipalities that were either looking into STRs, had looked at STRs or had implemented some form of guidelines. In addition, STR Licensing By-Laws **from over 30 municipalities** were reviewed.

The Working Group developed a work plan, reviewed the various definitions of STRs, listed all the issues with STRs and the jurisdictional authority responsible for management or control. The Working Group also developed a list of STR benefits and lastly developed a toolbox to deal with STRs, all to be found as Appendix “A” to this report.

The Working Group has been meeting once a week over the last several months and invited the following individuals to meet and provide input to the Working Group:

- Chris and Debbie Beggs and Jim Stasiuk, Ratepayers Impacted by STRs
- Steve Brockbank, Director of Emergency Services
- Dave Potter, Transfer Station Attendant
- Tracie Bertrand, Peterborough Kawarthas Economic Development
- Dave Reid, Chair Economic Development Committee
- John Ewart, Municipal Solicitor
- Louis Melizan, Owner of Three Castles Resort
- Leslie Clarkson, Manager of Scotsman Point Resort
- Constable Jason Clarke, OPP
- Dave Lavalley, Kawartha Guard Services
- Lynn Woodcroft, Real Estate Agent
- Jenn Brouwer, Short Term Rental Owner
- Marlys Kerkman, Buckhorn Ratepayers Association
- Christine Brickman, Crystal Lake Community Association
- Gary Jarosz, Cavendish Community Ratepayer Association
- James Henry, Vice President of Blue Mountain Resorts and Member of Blue Mountain’s Committee to review STR By-Law
- Mike Rizzo and Tara Daniel, Short Term Rental Owner
- Jon Pople, Township of Ramara By-Law & Licensing Supervisor

The Working Group acknowledges that they have received input from a cross section of individuals and groups impacted by STRs, and that they were generally in support of the development of a STR Licensing By-Law. A summary of these submissions can be found in Appendix “B” to this report.

On November 12, 2020, based on all the research, benchmarking and presentations, the Working Group considered a range of different options and reached agreement on a set of recommendations to be forwarded to Council for consideration.

Reconvening of Working Group December 2020

Following the Council resolution of December 1, 2020, the Working Group provided an opportunity for all the individuals previously interviewed to provide comments on the December 1, 2020 STR report. The Working Group met on December 14, 2020 to obtain further submissions from stakeholders. In addition, many individuals phoned and emailed their comments on the report. (NOTE that a full public consultation is being recommended in early 2021, once there is a draft by-law detailing specifics of the STR program.)

Staff circulated the Short Term Rental report to all stakeholders which were originally interviewed by the Working Group in order to obtain input on the original recommendations, either written or through a presentation at a Working Group meeting. The following stakeholders submitted input on the recommendations which the Working Group considered when drafting the revised report:

- Mike Rizzo, Short Term Rental Owner
- Christine Brickman, Crystal Lake Community Association
- James Henry, Vice President of Blue Mountain Resorts and Member of Blue Mountain's Committee to review STR By-Law through Stephen Smith
- Tracie Bertrand, Peterborough Kawarthas Economic Development
- Debbie Begg, Ratepayer Impacted by STRs
- Chris Begg, Ratepayer Impacted by STRs
- Jim Stasiuk, Ratepayer Impacted by STRs
- Dave Reid, Chair Economic Development Advisory Committee

Subsequently, the Working Group revisited its December 1, 2020 report and made revisions to allow for the following:

- exemptions to the licensing requirement for property owners who are "occasional" renters and rent out their residence for 21 days or fewer per year

The rationale for this consideration:

- the issues associated with STRs have not arisen with the occasional renters and are primarily with STRs that are run more as businesses and have a continuous turnover of renters
 - there are significantly more of these occasional renters than originally understood and the Municipality does not have the resources or capacity to license all of these
- a reduction in the requirements for a license approval, to focus on those aspects that have a direct and material impact on the health and safety of renters.

The rationale is that by approving a Short Term Rental license, the Municipality is licensing the property for a Short Term Rental and needs to be satisfied that the property meets the Municipal regulations.

- **further clarification of some aspects of the December 1, 2020 report content**

All of the above have been incorporated into this updated report.

Short Term Rental Overview

Homeowners have always managed to rent out or share rooms in their residences. Traditionally, these transactions were local and limited in nature. With access to the internet and web platforms such as Airbnb.com and VRBO.com, now anyone can advertise and rent out their homes to complete strangers from **distant locations** with a few mouse clicks or taps on a smartphone screen. As a result, STRs are increasing rapidly. According to a study by McGill University, STRs in rural areas are growing twice as fast as in large cities. And there is a trend toward STR properties being owned and managed by companies, rather than individual homeowners.

Most Municipalities are dealing with the emerging challenges presented by STRs. Problems associated with their operation are not unique to Trent Lakes. It is estimated that there are about **150 routinely rented** STR properties operating in the Municipality. This represents about 2.5% of all residential dwellings. While there were only 9 formally reported complaints **recorded** specific to STRs, **many other by-law complaints did not indicate whether the property was a short term rental or not. Councillors have been receiving calls for the past two years pushing for some type of control over STRs in Trent Lakes. Next to waste passes, new public work depots and quarries, short term rentals were the most voiced concern in the 2018 election campaign. Some cottagers have reported receiving calls from companies wanting to purchase their property for the sole purpose of establishing a STR. It is expected that the numbers of STRs will continue to grow in Trent Lakes and the concerns over STRs are anticipated to increase.**

Some of the common complaints about STRs include the following:

- Excessive noise
- Septic System under capacity for large groups
- Owner not available to address complaints
- Overflow parking onto fire routes, road allowances or other properties
- Fire hazards – bonfires, fireworks, etc.
- Lack of adherence to property standards
- On-site waste management
- Renters with no understanding of local rules, norms and processes
- Transformation of peaceful residential communities into communities of transients
- The intensity of a commercial-like use in a residential setting
- Impacts of STR rentals on established tourist accommodation businesses (e.g. Resorts)
- Lack of (tax) revenue to the municipality
- Impact on neighboring property values – both higher and lower

Conversely, there are some acknowledged benefits of STRs:

- Boosts tourism
- May bring incremental revenues for local businesses
- Allows some new home buyers to purchase, as they offset costs with rental income
- Increases the supply of vacation properties, and in different parts of the Municipality
- Offers a different kind of experience, compared to available commercial options

Considerations by the Working Group

As a general principle, it was agreed that STRs should not adversely affect the residential character of neighbourhoods in Trent Lakes, nor should they be used in ways that unreasonably interfere with any person's enjoyment of their residence.

At the same time, it was agreed that there are no legal reason STRs can not be operated out of a dwelling. The Working Group also agreed that any solution should focus on the public necessity and desirability to regulate the short term rental of residential premises for reasons of health and

safety; ensuring required essentials are provided, reducing the impact of rental properties to the surrounding neighbourhood while protecting residential amenity, character and stability of residential areas.

Objectives for the Working Group's Revised Proposal included:

- **Give property owners the option to utilize their properties as short term rentals to help them make ends meet**
- **Minimize public safety risks and the noise, trash and parking problems often associated with short term rentals without creating additional work for the local enforcement officials**
- **Develop a solution that is self-funding and does not increase the tax rate**
- **Provide a value add for STR owners and renters by requiring safety and health measures to be in place at those licensed properties**
- **Allow for managed growth of STRs to augment the supply of visitor accommodations in Trent Lakes**

The Working Group reviewed several possible approaches for acknowledging and addressing the growth of STRs in the Municipality.

A zoning solution was considered, but recent court decisions have disallowed restriction of STRs in residentially zoned areas.

A purely educational solution was considered, but not supported by the Working Group because it provided no ability for the Municipality to manage STRs and communicate directly with owners to ensure compliance with safety and health regulations.

Strengthening existing by-laws and fines and augmenting enforcement was considered. This alone did not provide the unique benefits of a Licensing system. The Working Group reached the conclusion that a Licensing approach was the most suitable for managing STRs in Trent Lakes.

The key reasons for this are:

- A license allows for the Municipality to *inspect* the STR property and *ensure compliance* with health and safety regulations
- A license holds the *owner* accountable; whereas bylaws are enforced against the transient perpetrator i.e. the renter
- Under a license system, Municipal Administrative Penalties levied against the *owner* may be added to that person's *tax bill*, and any challenges to penalties are heard by an Appeals Committee, *not* the court system.
- Several similar Municipalities have adopted or are considering the License approach, including Highlands East, Ramara, Blue Mountain, Prince Edward County, Niagara-on-the-Lake, and Fort Erie.

Further rationale supporting the recommendations are detailed in the Conclusions section.

Recommendations:

The Working Group, subsequent to their thorough review, are recommending to Council that STRs **that operate more like a business and routinely rent out their properties** be governed through a STR Licensing By-Law, to include an Administrative Penalty System, an Appeals Committee and a Demerit Points System.

The most difficult challenge for the Working Group was defining a way to differentiate “casual” renters, who do so for a few weeks a summer to offset costs rather than generate revenue, from the “routine” renters who do so for most of the season and bring a continuous turnover of outsiders into the community. There is no precedent for this exemption in other Municipalities, so the Working Group is presenting a proposed definition that appears reasonable and applicable to the issues of concern in the Municipality of Trent Lakes.

We are proposing that any owner who rents for a total of 21 days or less during the year, be exempt from licensing.

The Working Group understand that the 21 day number is a best guess threshold and could be higher or lower. Based on the input of those people who have communicated to us, up to 21 days of rentals seems to be the norm for those who do “casual” renting to offset their costs. During the proposed public consultation period, further comments on this will be invited.

In addition to licensing STRs, it became apparent that existing Municipal By-laws need to be reviewed and updated if necessary, and there needs to be an ability to enforce through a Municipal Administrative Penalty System. These By-laws include:

- Property Standards By-Law (B2014-095, B2017-099)
- Parking By-Law (B2016-048)
- Snow Clearing By-Law (B2018-015)
- Fireworks By-Law
- Burning By-Law (B2016-051)
- Noise By-Law (B2016-062)
- Licensing of Dogs and Kennels (B2018-079)

The Working Group also recommends that a Nuisance By-Law be developed for consideration by Council which may include infractions for frivolous complaints.

The list of recommendations discussed can be found as Appendix “C”.

In summary, the Working Group recommendations are included below. **More details will be included in the draft STR Licensing By-Law and available for public input provided in the document made available for the public consultation process, should Council approve the recommendations in this report.**

A proposed definition of a STR is ‘a building or structure or any part thereof that operates or offers a place of temporary residence, lodging or occupancy by way of concession, permit, lease, licence, rental agreement or similar commercial arrangement for any periods of less than twenty-eight (28) consecutive calendar days, throughout all or any part of a calendar year. Short-term rental accommodation uses shall not mean or include a motel, hotel, bed and breakfast establishment, hospital, trailer parks, commercial resort unit or similar commercial or institutional use.’ **To clarify, if an owner rents out their residence more than 28 consecutive days to one group of guests, this is not a short term rental.**

A Licensing By-Law is proposed for STRs that:

- Requires a license where there is an exchange of money and the property is rented out for more than a total of 21 days during the year;**
- imposes health and safety requirements (compliance **with selected sections of the Building Code i.e. proper railings and stairs, selected sections of the Fire Code i.e. smoke alarms and emergency exits**), including restrictions and by-law compliance and involves a property visit inspection;
- uses Municipal Administrative Penalties for violations of restrictions and By-Law infractions, with escalating fine amounts applied to the owner and failure to pay added to the tax roll;
- includes a Demerit Point System, including a threshold for revoking STR license;
- creates an Appeals Committee;
- promotes public education and marketing.

Application requirements:

- owner information and contact information;
- name and contact information of a responsible person who is located within 1 hour of STR property and available to respond to inquiries and complaints on a 24-hour basis, with complaints being rectified within 24 hours;

- c) compliance with **applicable sections of the Fire Code, Building Code and Building Code Act**, Health and Safety Codes **that directly relate to the health and safety of guests**;
- d) Site Plan and Floor Plan, drawn to scale with dimensions (type and occupancy of each room, location of smoke detection/early warning devices, fire extinguishers, parking locations, buildings, structures and septic system/well, as applicable)~~parking accommodation plan, interior floor plan, property maintenance plan, location of refuse and recycling containers and disposal plan, snow storage areas;~~
- e) copy of ~~rental agreement~~, Code of Conduct and/or rental package;
- f) proof of liability insurance (\$2 million per property and bodily harm);
- g) **confirmation** of no outstanding taxes;
- h) ~~confirmation that the STR is not serviced by a holding tank;~~
- i) confirmation of cleaning protocols as may be prescribed by Peterborough Public Health;
- j) confirmation of current year burn permit;
- k) confirmation by PPH that the septic is in good working order and appropriate for the number of occupants;
- l) confirmation that the dwelling unit has safe drinking water;
- m) ~~a mandatory~~ requirement that the owner notify the Municipality if there is a sale/change of ownership and the new owner must apply for a new license
- n) acknowledgement that the STR license number is included in all advertising for the STR; and
- o) acknowledgement of the STR submitting a renewal application annually to maintain the license and remain in good standing.

Restrictions:

- a) 2 guests per bedroom, with a maximum number of guests of 8, with a possible exclusion of children;
- b) minimum length of stay is 2 nights;
- c) only one group of guests per rental;
- d) STRs not permitted in accessory structure i.e. garage, shed, recreational vehicle;
- e) Guest Cabins are permitted to be included as a licensed bedroom;
- f) one parking space per licensed bedroom; and
- g) no STRs in Trailer Parks.

Fees and Fines:

- a) license fee ~~\$1,000.00 per property per year~~ (fee amount under comprehensive review);
- b) develop schedule of fines and escalating fines for repeat offenders to apply to property owner

Demerit Point Schedule:

- a) assign 1 point to each infraction;
- b) after 3 demerit points, a license will be revoked;
- c) if a license is revoked, the wait time to reapply is 2 years from the date the license is revoked

Enforcement of STR By-Law:

- a) 311;

- b) By-Law Enforcement;
- c) OPP;
- d) Appeals Committee
- e) Consideration of outside administrative support (i.e. Granicus)
- f) if the Municipality must rectify the violation it will be at the expense of the owner with such being added to the tax roll;

Appeals Committee:

- a) Composition – 5 members with 3 public and 2 Councillors
- b) Public members preferred to have mediation or enforcement experience;

Consideration of Supporting Documents to be Developed:

- a) STR By-Law – with all related forms
- b) Nuisance By-Law
- c) Revise relevant Municipal By-laws
- ~~d) Benefits Brochure for STR owners~~
- e) Sample STR Code of Conduct
- ~~f) Sample Short Term Rental Agreement~~
- ~~g) Information Brochure for Renters~~
- h) Trent Lakes website listing of licensed STRs
- ~~i) Annual Sticker to be placed in window of a rental property, indicating it is a Municipally licensed STR~~

Public Consultation/Engagement:

- a) Questionnaire/Survey ~~on Website~~
- b) Public Notices in newspaper
- c) Signage at Waste Transfer Stations
- d) Notice in Tax Bill and Newsletter
- e) Public Meeting

In order for the public to provide input to a STR Licensing By-Law program, the Working Group recommends that a program document ~~draft by-law and relevant associated forms~~ be made available for public review and comment. Staff anticipate as a result of the public consultation process there may be a need for some minor refinements to the draft STR Licensing By-Law and application forms.

Pending the outcome of the public consultation process, a draft Licensing By-Law will be created **based on the proposed requirements presented above, and** using input from other similar municipal STR licensing By-laws, **including Highlands East (draft), the Township of Ramara and the 30 Municipalities reviewed by** the Working Group.

Conclusion:

The **proposed** licensing program will regulate the business of operating a short term rental accommodation. Owners are held responsible for the operation of their business. The draft STR Licensing By-Law would apply to all properties within the Municipality of Trent Lakes that are rented for **time** periods of less than twenty-eight (28) days, **and would exempt those that rent for a total of 21 days or fewer days in the course of a year.** Licensing would apply to all STRs regardless of the date created – grandfathering would not be applicable. Licensing will apply

equally to existing STRs and proposed STRs and will require inspections to ensure safety is maintained. It is intended that this program will sustain itself **financially**. The proposed fees assume a model funded by short term rental providers and not reliant on the general property tax base. **The licensing fee and fines are intended to be substantial enough to deter non-compliant behaviour, but are affordable by short term rental providers who routinely rent out their properties and earn income.** This funding model will be reviewed yearly at Budget time.

A licensing program would introduce a management and control mechanism for the Municipality to specifically address the business of short term rental accommodations. Gaining regular access to a property to ensure its safety is easier to obtain through the requirement of an inspection in order to acquire, renew or keep a license, than gaining entry in order to determine compliance under requirements such as those in the Building Code, Fire Code, the Municipality's Zoning By-Law and Property Standards By-Law.

The purpose of STR Licensing reinforces the Municipality's authority to pass by-laws respecting the health, safety and well-being of persons and the protection of persons and property. Proposed regulations would require owners of STRs to meet specific conditions for providing and maintaining safe residential accommodations as a requirement of obtaining, continuing to hold, or renewing a license.

The Working Group recommends ~~the passage of~~ a STR Licensing Program By-Law for the following reasons:

- The Municipal Act provides authority to a municipality to govern its affairs as it considers appropriate and to enhance a municipality's ability to respond to municipal issues.
- The Municipality considers it necessary and desirable to regulate **those** residential rental premises **that are routinely rented out to ensure that community neighbourhoods are not turned into tourist areas to the detriment of residents and their enjoyment of their property.**
- **A licensing program proactively provides protection for** the health and safety of persons **renting STR properties** by ensuring certain regulations are met.
- A licensing program would assist in addressing STR issues and overcomes the limitation of existing tools – **minimizing the potential for “party houses”, irresponsible renters and helps to ensure they** do not create a nuisance to the surrounding properties and the neighbourhood and; to protect the residential amenity, character and stability of the areas in which STRs are located.
- A licensing program would complement zoning regulations and enhance by-law enforcement efforts to address concerns expressed regarding the business of STRs.
- A licensing program would assist in addressing STR issues and overcomes the limitations of existing tools. It is intended to be funded by STR operators and not the taxpayer.
- The owners would be held accountable and responsible for the operation of their business.

- A licensing program promotes fairness in the STR market, requiring licensees to maintain the same rental standard.
- A licensing program encourages levelling the playing field as STRs are measured, based upon the same standards/requirements – licensees are accountable and responsible for the operation of their rentals.
- A licensing program provides a healthy, quality and safe STR accommodation with substandard rental properties and non-compliant operators proactively identified.
- The community benefits through the promotion of quality and safe STR accommodations and compatibility with the surrounding neighbourhood community.

The Working Group considers it desirable to **protect the character, values and personal enjoyment of neighbourhoods, while ensuring that licensed STRs provide a safe and healthy space for renters to enjoy.**

~~The Working Group is recommending that a draft STR Licensing By-Law with associated forms be developed in January 2021 and subsequent to Municipal solicitor’s review, be presented to Council for consideration. The draft Licensing By-Law will be publicly available for community and stakeholder engagement during February and March 2021.~~

A public consultation process will be developed to get input from the public on the proposed requirements, restrictions, fees and fines, demerit point schedule, enforcement, and appeals committee as described in the original report. The proposed public consultation will involve a survey, newspaper notices, signage at the Transfer Stations, Notice in the Tax Bill and Newsletter, and a public meeting. After public input has been received and reviewed, a final recommendation will be made to Council, and should Council still support a licensing approach, a draft by-law will be prepared. The Working Group would encourage the public consultation process to be scheduled in a way that would allow for a final draft by-law to be presented to Council and implemented in spring/summer 2022, pending the results of the public consultation.

Submitted by:

Approved by:

Adele Arbour

Adele Arbour MCIP, RPP
Temporary Manager of Building and Planning



Donna Teggart
CAO

Attach. Appendix “A” Working Group Work Plan
Appendix “B” Summary of Presentations to Working Committee
Appendix “C” List of Recommendations