

# THE MUNICIPALITY OF LAMBTON SHORES

**Report CAO 05-2022**

**Council Meeting Date: April 26, 2022**

**TO:** Mayor Weber and Members of Council

**FROM:** Steve McAuley, CAO

**RE:** Short-Term Rental Registration By-Law

**RECOMMENDATION:**

**THAT** Report CAO 05-2022 regarding the “Short-Term Rental Registration By-Law” is received; and

**THAT** the 2022 Short-Term Rental Registration Program be implemented; and

**THAT** By-Law 29-2022, being a by-law to Register Short Term Rentals be given first, second and third readings.

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**SUMMARY**

This report provides Council with information related to the 2022 implementation of the Short-Term Rental Registration Program and associated by-law.

**BACKGROUND**

At its April 5, 2022 meeting, Council received Report CAO 04-2022 and passed the following resolutions:

**22-0405-08** ***THAT** Report CAO 04-2022 regarding the “Short Term Rental By-Law and Licensing Program” be received. Carried*

**22-0405-09** ***THAT** staff include a capacity maximum of 2 adults per legal bedroom plus 2 to a maximum of 10 adults in the draft Short Term Rental By-Law. Carried*

**22-0405-10** ***THAT** the draft Short Term Rental By-Law exclude owner occupied STRs with one accessory building and Bed and Breakfasts establishments from the licensing program. Carried*

**22-0405-12** ***THAT** staff draft an amended Short Term Rental Licensing By-Law for Council consideration. Carried*

As noted in Report CAO 04-2022, staff are proposing a modified Short-Term Rental (STR) registration program for implementation in 2022. The 2022 implementation will include the following:

- Mandatory registration of STR properties by June 1, 2022
- Publication of registered STR addresses on the municipal website. Owner names and information will not be published.
- No use of 3<sup>rd</sup> party compliance monitoring.
- Establishment of dedicated municipal STR email address and phone extension for STR complaints. This will include communications about expectations for resolution of issues related to STRs (e.g., no 24/7 hotline, complaints addressed during regular hours only).
- Education first approach with STR owners for addressing STR complaints.
- No registration/licence fee.
- No requirement for responsible person to be on site, however owner will be contacted for complaints received against the property as required.

The communication strategy for the 2022 implementation will include the following:

- Letter mailed directly to known STR owners (through the existing compliance monitoring);
- Media release;
- May edition of the e-newsletter;
- Social media;
- Municipal website; and
- Second push through the tax newsletter in July.

By-Law 29-2022 STR Registration By-Law is included in the By-Law section of the agenda. The Short-Term Rental Licensing By-Law for 2023 implementation is being finalized and will be brought to the next regular meeting of Council.

### **ALTERNATIVES TO CONSIDER**

There are no alternatives presented as this report is consistent with the previous direction of Council.

### **RECOMMENDED ACTIONS**

The recommendation of this report is to approve the 2022 Short-Term Rental Registration program and associated by-law.

### **FINANCIAL IMPACT**

There is minimal financial impact associated with this report. Existing staff will implement the Short-Term Rental Registration program utilizing existing resources.

## **CONSULTATION**

Ashley Farr, Director of Community Services  
Stephanie Troyer-Boyd, Director of Corporate Services  
Municipal Solicitor