

# Short-Term Rental Advisory Committee Minutes

Thursday, May 18, 2023, 1:00 p.m.  
Electronic and In-person Meeting

**Members Present:** Committee Chair - Harold Nelson  
Committee Member - Richard Clark  
Committee Member - Suzanne Coros  
Committee Member - Nina Janosick Via Zoom  
Committee Member - Jeff Martin  
Committee Member - Doug Owens

**Guests Present:** Ajay Garjaria, Aird & Berlis LLP – Via Zoom

**Staff Present:** Elana Arthurs, CAO  
Tara Lember, Administrative Assistant

**Members Absent:** Committee Member - Dave Koch

**1. Call to Order**

The Chair called the meeting to order at 1:07 p.m.

**2. Land Acknowledgement**

The Committee Chair recited the Land Acknowledgement.

**3. Disclosure of Pecuniary Interest**

There were no disclosures of interest.

**4. Adoption of Agenda - May 18, 2023**

**Moved by:** Jeff Martin

**Seconded by:** Suzanne Coros

That the agenda for the Short-Term Rental Committee Meeting, dated May 18, 2023, be adopted, as circulated.

**Carried**

**5. Adoption of Minutes: Short Term Rental Committee Minutes - February 22, 2023**

**Moved by:** Jeff Martin

**Seconded by:** Doug Owens

That the Minutes for the Short-Term Rental Committee Meeting, dated February 22, 2023, be adopted, as circulated.

**Carried**

**6. Proposed Timeline for Committee Report to Council**

Elana Arthurs, CAO provided an outline of what she hopes will come out of this meeting.

Once a consensus has been reached in terms of what committee members would like to explore, Township staff will conduct research to present at the next short-term rental committee meeting.

After committee members decide which avenues they would like to implement, a report will go to Council in September or October 2023.

**7. Presentations**

**7.1 Christina Coulter, Planner - Review of Township Zoning By-law and Official Plan**

Christina provided an overview of the County of Peterborough's existing Official Plan followed by the proposed Official Plan policies.

The existing zoning by-law for the Township of Douro-Dummer defines short-term rentals as "rental cabin" or "rental cottage" and as a "tourist establishment".

Christina discussed the current Township by-laws regulations for uses. There are currently Ten (10) properties within the Township that are currently zoned to permit either a tourist establishment or rental cabin.

**Moved by:** Richard Clark

**Seconded by:** Jeff Martin

That the presentation by Christina Coulter, Planner providing a review of the Township's current zoning by-law and the County of Peterborough's existing and proposed Official Plan be received and approved.

**Carried**

## **7.2 Ajay Gajaria, Aird Berlis - Update on the Short-term Rental Environment**

Lawyer Ajay Gajaria with the firm Aird & Berlis LLP provided an updated redacted version of the original letter (Municipal Regulation of Short-Term Accommodations and Short-Term Accommodation Platforms Under the Authority of the *Municipal Act, 2001*) with the outcome of the Oro-Medonte case and noted that other cases before the courts are still to be determined.

Ajay clarified his role working with the committee is to provide the tools in the toolbox for various approaches to short-term rentals.

Ajay also provided recent developments from Quebec and referenced the province proposing their own regulations to take the pressure off the individual municipalities. He encouraged committee members to consider the costs associated with each approach.

**Moved by:** Suzanne Coros

**Seconded by:** Richard Clark

That the presentation by Ajay Gajaria, Aird & Berlis LLP with his update on the short-term rental environment be received and approved.

**Carried**

## **8. Options for Governing Discussion**

A round table discussion took place where committee members took turns offering various options for governing short-term rentals.

Some of the options that were brought to the table include: the enhancement and proper enforcement of existing by-laws; updates to the zoning by-law and other relevant by-laws with set fines, and to explore a licensing program that could provide revenue to cover enforcement costs such as a 4% accommodations tax.

Richard Clark suggested a company called "Host Compliance" that offer a free assessment to determine the number of short-term rentals within a municipality.

**Moved by:** Doug Owens

**Seconded by:** Suzanne Coros

That Township staff explore licensing programs and a 4% accommodation tax to cover enforcement costs.

**Carried**

**Moved by:** Suzanne Coros

**Seconded by:** Richard Clark

That Township staff review the nuisance by-law and other relevant by-laws to put mechanisms and set fines in place to enforce them.

**Carried**

**9. New Business**

There was no new business.

**10. Next Meeting - To be determined at the meeting**

Elana anticipates the next meeting to take place in early August and will circulate a doodle poll to select a date.

**11. Adjournment**

**Moved by:** Suzanne Coros

**Seconded by:** Richard Clark

The meeting was adjourned at 2:36 p.m.

**Carried**