

The Corporation of the Township of North Kawartha

Minutes of the Regular Meeting of the Short-Term Rental Advisory Committee held on January 21, 2025

Hybrid Meeting in the North Kawartha Council Chambers, 280 Burleigh Street, Apsley

Regular Session 2025 – 03 – 11

Members Present: Colin McLellan, Chair
Janet Lambert (electronic)
Shane Paquette
Ian Smith(electronic)

Members Absent: RuthAnne McIlmoyl, Co-Chair, with regrets

Staff Present: Alana Solman, CAO
Kelly Picken, Deputy Clerk
Keely-Anne Johnson, Receptionist/Secretary
Edward Hilton, Economic Development Officer
Mackenzie Sykes, Finance Assistant/IT Coordinator
Matt Aldom, Chief Building Official

(all attendees participated in-person unless noted electronic)

Call to Order and Welcome

Chair McLellan called the meeting to order at 1:01 p.m. welcomed everyone and advised the public that the meeting will be recorded and uploaded to the Township YouTube Channel.

Disclosure of Pecuniary Interest and the General Nature Thereof

No declarations.

Land Acknowledgement

Chair McLellan recited the Land Acknowledgement.

Adoption of the Agenda

25 – 11

Moved by – Shane Paquette

Seconded by – Ian Smith

That the agenda be adopted, as presented. Carried.

Adoption of Minutes

25 – 12

Moved by – Shane Paquette

Seconded by – Janet Lambert

That the minutes of the regular meeting of the Short-Term Rental Committee meeting held on January 21, 2025, be adopted as presented. Carried.

Mark Lenz, Account Executive, Granicus

Services Offered Regarding Short-Term Rentals

Mr. Lenz utilized a PowerPoint slideshow and provided an overview of the growth history of short-term rentals in Canada and the annually contracted services provided by Granicus which includes compliance and rental activity monitoring, etc.

25 – 13

Moved by – Janet Lambert

Seconded by – Shane Paquette

That the Committee receive the presentation from Mark Lenz, Account Executive, Granicus. Carried.

Doug Wellman, President, North Kawartha Lakes Association (NORKLA)

Short-term rental by-laws and information gathered from cottage association members

Mr. Wellman provided information gathered from cottage association members. North Kawartha Lakes Association consists of 10 area lakes. Smaller lake rentals are typically family and friends. Mr. Wellman provided the input he received from Eels and Chandos Lake Associations. Complaints and issues are minimal. Mr. Wellman extended an invitation to the Committee to attend the Lake Association meeting in June.

25 – 14

Moved by – Shane Paquette

Seconded by – Janet Lambert

That the Committee receive the presentation from Doug Wellman, President, North Kawartha Lakes Association (NORKLA). Carried.

Matt Aldom, Chief Building Official, Edward Hilton, Economic Development Officer and Mackenzie Sykes, Accounting Assistant/IT Coordinator

Matt Aldom reviewed the acceptance of digital evidence and by whom this would be accepted as a resource to investigate. Relying on digital evidence may not be accepted as evidence.

Currently, 24/7 response to complaints are not available at the municipality, but call centers could be utilized for additional fees. In the absence of an Administrative Monetary Penalty System any penalties must go through the courts following an investigation. Without AMPS a fee could be imposed, but not a penalty. Edward Hilton stated that Citywide software could be utilized for licensing of short-term rentals by managing the information. Citywide does have the ability to accept digital picture upload. Edward cautioned that additional fees may be incurred for additional data storage also. Mackenzie Sykes stated that this would be an additional module added to our existing system. Mackenzie noted that Citywide software could be comparable to Granicus for licensing and creating a database with registrations and fees for short-term rental owners.

25 – 15

Moved by – Shane Paquette

Seconded by – Ian Smith

That Committee receives the verbal report from Matt Aldom, Chief Building Official, Edward Hilton, Economic Development Officer and Mackenzie Sykes, Accounting Assistant/IT Coordinator. Carried.

Review “Good Neighbour” Information

The Committee provided their feedback on the Good Neighbour information that was provided.

25 – 16

Moved by – Janet Lambert

Seconded by – Shane Paquette

That Committee receive the draft good neighbour package and direct staff to update as discussed to be brought back for further reassessment by the Committee at a future date when the Committee’s recommendations are finalized. Carried.

Public Consultation

A future NORKLA meeting was identified as an opportunity for public consultation by the Committee. The Committee may consider attending to provide an update on the Committee’s progress.

25 – 17

Moved by – Janet Lambert

Seconded by – Ian Smith

That Committee defer the discussion on the public consultation to the next meeting. Carried.

Correspondence

Highlander Newspaper Articles

25 – 18

Moved by – Shane Paquette
Seconded by – Janet Lambert

That Committee receives the Highland Newspaper article titled “STR Roll-Out Not Without Issues” . Carried.

25 – 19
Moved by – Shane Paquette
Seconded by – Ian Smith

That Committee receives the Highland Newspaper article titled “We all want to get it right”.
Carried.

Adjournment

25 - 20
Moved by – Ian Smith
Seconded by – Shane Paquette

That Committee adjourn proceedings. Carried.

Committee adjourned at 3:05 p.m.

Colin McLellan, Chair

Kelly Picken, Deputy Clerk