

The Corporation of the Township of North Kawartha

Minutes of the Regular Meeting of the Short-Term Rental Advisory Committee held on October 22, 2025

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

Regular Session 2025 – 10 – 22

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

Staff Present: Connie Parent, Clerk
Keely-Anne Johnson, Secretary / Receptionist
Edward Hilton, Economic Development Officer (electronic)

(all attendees participated in-person unless noted electronic)

Call to Order and Welcome

Chair McLellan called the meeting to order at 1:09 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 – 72

Moved by – RuthAnne McIlmoyl

Seconded by – Ian Smith

That the agenda be adopted, as presented. Carried.

Presentations / Deputations / Petitions

Adoption of Minutes

25 – 73

Moved by – Shane Paquette

Seconded by – RuthAnne McIlmoyl

That the minutes of the regular meeting of the Short-Term Rental Advisory Committee meeting held on September 15, 2025, be adopted, as presented. Carried.

Recommendation to Council – Short-Term Rental Accommodation Definition

Committee reviewed the proposed short-term rental accommodation definition.

Short-Term Rental Accommodation means a dwelling or structure or any part thereof that operates or offers a place of temporary residence, lodging or occupancy for any period of 28 consecutive days or less. This includes renting a private room, an entire dwelling, or a recreational or shoreline property. The definition excludes established temporary accommodations such as tourist establishments, bed and breakfast establishments, camping grounds and tourist camps.

25 – 74

Moved by – RuthAnne McIlmoyl

Seconded by – Shane Paquette

That Committee accepts and approves the Short-Term Rental Accommodation definition to be inserted into the final report to Council as an attachment. Carried.

Draft Recommendations (Stage 1 to 6)

Committee reviewed the draft recommendations and recommended some revisions to be incorporated into the document and brought back to the next Committee meeting.

Request to include the legal opinion from the municipal solicitor on the next agenda.

25 – 75

Moved by – Shane Paquette

Seconded by – RuthAnne McIlmoyl

That the revised draft recommendations be amended as discussed. Carried.

Recommendation to Council – By-Law Complaint Website Page

Committee reviewed the revisions to the complaint information on the By-Law Enforcement and Compliance webpage and suggested some minor revisions.

A suggestion was made to consider adding a statement to the form that: “your identity will be

withheld to protect your privacy until such time as may be required for a court process.”

25 – 76

Moved by – Shane Paquette

Seconded by – RuthAnne McIlmoyl

That Committee receives the discussion regarding the complaint page on the website and make the amendments as suggested for technical improvements. Carried.

Date and time of next meeting:

Tuesday, December 9th at 1:00 p.m. (no meeting in November).

Adjournment

25 - 77

Moved by – Ian Smith

Seconded by – RuthAnne McIlmoyl

That Committee adjourns proceedings. Carried.

Committee adjourned at 2:49 a.m.

Colin McLellan, Chair

Connie Parent, Clerk