



To: Mayor Evans and Members of Council
From: Laura Russell, Director of Legislative Services/Clerk
Clerk's Department
Report Number: CR-022-25
Meeting Date: 29 Oct 2025
Subject: **2025 Fee Schedule By-law Amendment (Short Term Rental Application Fees)**
Our File No:

Recommendation

THAT Clerk's Report CR-022-25 regarding a proposed Fee Schedule By-law Amendment, be received;

AND THAT proposed By-law 25-060 passed and enacted this 29th day of October 2025, due to 2026 budget implications.

Background/Analysis

By-law 25-013, a by-law to establish fees and charges for services or activities provided by or on behalf of the Township of Tiny, was enacted on April 10, 2025.

As part of departmental review and in preparation for the 2026 budget deliberations, it was determined that the current fee structure for new short-term rental accommodation applications no longer reflects the true cost of service delivery. To address this, a proposed amendment to Fee By-law 25-013 recommends the removal of the existing application fee and the introduction of two new fees, effective January 1, 2026: a New Application Fee of \$2,000 for new or expired applications, and a Renewal Application Fee of \$1,750 for applications submitted prior to December 31 of any current year. The difference in fee amounts is intended to incentivize timely renewals, thereby reducing the administrative burden and operational costs associated with processing expired applications, including inspections and reinitiating the application process.

Reviewed By Other Departments

The proposed changes were reviewed by By-law, Fire, Planning and Building Departments to ensure accuracy and favourable cost recovery.

Options/Alternatives

Option #1

Approve proposed By-law 25-060 as presented with fee amendments.

Option #2

Other direction by Council.

Financial Implications

Option #1

The financial implications of the proposed fee by-law are to ensure adequate cost recovery for the short-term rental accommodation licensing program provided by the Township. Any budgetary impacts will be reflected in the development of the 2026 budget, where the anticipated revenues will align with operating expenses.

Option #2

Financial implications are to be determined pending the direction provided.

Relationship to Strategic Plan

- Sustainable Long Term Fiscal Management

Conclusion

It is recommended that proposed By-law 25-060 be approved to ensure cost recovery of the short-term rental accommodation licensing program provided by the Township.

Appendices

[CR-022-25 Appendix 1 - 25-060 - Fee Schedule By-law Amendment](#)

Haley Leblond, Director of
Corporate Services/Deputy CAO

Approved - 14 Oct 2025

Robert Lamb, Chief Administrative
Officer

Approved - 17 Oct 2025

THE CORPORATION OF THE TOWNSHIP OF TINY

BY-LAW NUMBER 25-060

**Being a by-law to Amend By-law 25-013 to establish fees or charges
for services or activities provided or done by
or on behalf of The Corporation of the Township of Tiny**

WHEREAS Section 390 to 400 of the Municipal Act, 2001, S.O. 2001, c. 25 gives authority for a municipality to impose fees and charges;

AND WHEREAS more specifically, subsection 391(1) provides that without limiting sections 9, 10 and 11, those sections authorize a municipality to impose fees or charges on persons for services or activities provided or done by or on behalf of it, for costs payable by it for services or activities provided or done by or on behalf of any other municipality or any local board, and for the use of its property including property under its control;

AND WHEREAS the Council for The Corporation of the Township of Tiny deems it expedient to amend By-law 25-013 to reflect new fees;

NOW BE IT ENACTED as a by-law of this Corporation as follows:

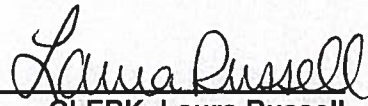
1. That By-law 25-013, Schedule "B", Short-Term Rentals, is hereby amended by deleting "Application Fee" of \$1,750, and inserting "New Application Fee" of \$2,000 and "Renewal Application Fee" of \$1,750, with each to be paid annually.
2. That this By-law shall come into force and effect on January 1, 2026.

BY-LAW PASSED AND ENACTED THIS 29th DAY OF OCTOBER 2025.

THE CORPORATION OF THE TOWNSHIP OF TINY



MAYOR, David Evans



CLERK, Laura Russell

