



To: Mayor Evans and Members of Council

From: Steve Harvey, Chief Municipal Law Enforcement Officer
By-law Department

Prepared By: Haili McKee, Municipal Law Enforcement Officer
By-law Department

Report Number: MLE-003-26

Meeting Date: 24 Jun 2026

Subject: **By-law 1st Quarter Activity Report for 2026 (January 1 - March 31)**
Our File No:

Recommendation

THAT staff report MLE-003-26 regarding By-law 1st Quarter Activity be received as information.

Background/Analysis

By-law Occurrence for the 1st Quarter

Type of Occurrence	Number of Occurrences		
	2024	2025	2026
Short-Term Rental	27	12	35
Parking	4	33	24
Dumping Snow	0	15	4
Zoning	5	1	4
Noise	3	2	4
Clean Yards	12	2	3
Dog	4	1	3
Property Standards	1	0	2
Fireworks	0	0	1
Fire	3	3	0
Miscellaneous	0	2	0
No By-law	2	1	0
ICBL	1	0	0
Sign	2	0	0
Questions	2	0	0
Littering	1	0	0
TOTAL for 1st Quarter	67	72	80

NOTE: An occurrence is when a Municipal Law Enforcement Officer Responds to any complaint (Whether it is determined that a by-law violation has occurred or not), or when doing pro-active enforcement and a violation of a by-law has occurred.

From 2025 to 2026 the complaints have increased over the 1st quarter time period. Staff analyzed the differences and would draw the following conclusions:

Parking: Of the 80 complaints received during the first quarter, 24 complaints were related to parking. Staff analyzed this and noted that the parking complaints received were for interfering with Snow Removal.

Short-Term Rentals: Over the course of the first quarter, the By-law Department opened thirty-five (35) complaints (33 proactive & 2 reactive complaints) for thirty-four (34) different properties.

The Short-Term Rental Licence renewal process begins in November each year. Applications were being reviewed and approved in the first quarter. The below table reflects the year over year changes:

	2024 January 1 – March 31, 2024	2025 November 4 – March 31, 2025	2026 November 5 – March 31, 2026
Number of applications received	148	121	132
Number of approved licences	112	87	95

The By-Law Department issued Non-Complaint Letters to identified Short-Term Rentals that were found to be advertising without a licence. These letters were generated and mailed through the Short-Term Rental software and additionally emailed by the Officers where email addresses were available. Subsequently, a significant number of properties applied for a licence while others decided to remove their advertisements.

As of December 31st, 2025 the department received a total of 148 Short-Term Rental Applications and approved 143 Licences for the calendar year of 2025.

As of March 31st, 2026, the Township has received:

1. 132 complete applications
2. Issued and Approved 95 Short-Term Rental Licences;
3. Leaving 163 spots remaining available as of March 31st, 2026.

The below table breaks down the Short-term Rental related complaints received between January 1st to March 31st, 2026 as follows:

Type of Complaint	Number of Properties with Complaints	No Violation	Properties Charges Issued/ Pending & Charge Counts	Number of Work Orders Issued (Licenced/ Ad Removed)	Offender Apprised (Complied Before Order Issued)
Unlicenced Property	34 (100%)	3	9 (29)*	0	22
Noise and Nuisance Concerns	0 (0%)	0	0	0	0
Advertisement Violation	0 (0%)	0	0	0	0
Renting For Less Than 6 Consecutive Days	0 (0%)	0	0	0	0
Other/Not STR By-law (police, real estate, roadside parking, building, cars in driveway, garbage)	0 (0%)	0	0	0	0
TOTAL	34 (100%)	3 (9%)	9 (26%)	0 (0%)	22 (65%)

*- Charge Counts

Charges issued/pending - 9 properties

The charges issued/pending are related to 9 separate properties. These matters are either before the courts or are in the process of being charged. Additional details are mentioned at the end of this report under the Court Activities section.

Charges

The following chart reflects the number of charges issued by the By-Law Department over this period.

By-law & Type of Occurrence	Number of Charges		
	2024	2025	2026
Short-Term Rentals	0	0	9
Total	0	0	9

Parking Tickets Issued

MONTH	2024	2025	2026
January	1	3	6
February	9	1	10
March	2	2	0
TOTAL:	10	6	16

Activities During This Period

1. Seasonal Staff - Shift Supervisors, Officers, and Administrative Assistants

The recruitment drive for these positions was posted on the Township website, Indeed, The Ontario Association of Property Standards Officers website and the Municipal Law Enforcement Officer Association website. The Township received resumes during the first quarter and started the interview process. Various related other tasks were organized during this time period in advance of their spring start.

2. Court Activity

On January 5, 2026, there were twelve (12) property matters on the court docket and the following was their dispositions:

Short-Term Rental By-Law Violations - 12 Properties, 19 Defendants, Charges 74

- A defendant appeared and entered a guilty plea. A fine of \$400.00 was imposed with 6 months to pay. The charge against the second defendant was withdrawn.
- There was no service on these matters, and they were adjourned to March 5, 2026, at 2:30 p.m. for personal service.
- A defendant appeared and filed a 102 page Charter motion. The court dismissed his motion as it was not filed properly. On the information counts 1 and 4 were withdrawn as there was not reasonable prospect of a conviction. The other 2 counts were adjourned to May 27, 2026, at 1:30 p.m.
- A legal representative appeared and entered a guilty plea to one (1) count. A fine of \$2,200.00 was imposed with 1 year to pay. The remainder of the charges were withdrawn.
- A legal representative appeared for 8 properties which were adjourned to March 5, 2026, at 2:30 p.m., for continuation of a Pre-Trial with all having waived 11(b) of the Charter. There will be new Counsel retained and matters are to be resolved or set Trial dates.

On March 5, 2026, there were thirty-four (34) charges on the court docket and the following was their dispositions:

Short-Term Rental By-Law Violations - 18 Properties, Defendants, Charges 149

- 4 properties, a defendant appeared and these matters were adjourned to June 4, 2026, at 10:30 a.m., to be spoken to.
- A defendant appeared and entered a guilty plea for both defendants. A fine of \$250.00 was imposed on each defendant with 60 days to pay.
- A legal representative appeared and eight (8) matters were adjourned to April 2, 2026, at 10:30 a.m., to set a date for trial or to resolve.

- 3 properties, a legal representative appeared and these matters were adjourned to June 4, 2026, at 10:30 a.m., to be spoken to.
- A defendant appeared and requested an adjournment to retain Counsel. These matters were adjourned to June 4, 2026, at 10:30 a.m., to set a date for trial or to resolve.
- Both defendants appeared and these matters were adjourned to August 13, 2026 at 2:30 p.m., for a judicial pre-trial.
- A defendant appeared for both defendants and entered a guilty plea. A fine of \$500.00 each was imposed with 90 days to pay. The remaining charge was withdrawn.
- A legal representative appeared for the defendants. These matters were for resolve or set a date for trial. The legal representative was granted an adjournment to June 4, 2026, at 10:30 a.m., to set a trial date or to resolve.

Parking By-Law Violation - 1 Charge

- This matter was withdrawn.

Zoning By-Law Violations - 3 Charges

- A defendant appeared and requested an adjournment. These matters were adjourned to June 4, 2026, at 10:30 a.m., to set a date for trial or to resolve.
- Two (2) legal representatives appeared for judicial pre-trial. Upon hearing submissions these matters were adjourned for a two and a half (2 1/2) day trial on September 21, 21 and 28 (half day if needed), 2026.

Burning By-Law Violations - 7 Charges

- 3 different charges, a defendant appeared and entered a guilty plea. A fine of \$50.00 was imposed with 30 days to pay.
- 2 different charges, no one appeared and it was deemed not to dispute the charge. A fine of \$150.00 was imposed with 15 days to pay.
- A defendant appeared and entered a guilty plea. A fine of \$75.00 was imposed with 30 days to pay.
- A defendant appeared and entered a guilty plea. A fine of \$100.00 was imposed with 30 days to pay.

Parks By-Law Violation - 1 Charge

- A defendant appeared and entered a guilty plea. A fine of \$30.00 was imposed with 30 days to pay.
- 2 different charges, a defendant appeared and entered a guilty plea. A fine of \$50.00 was imposed with 30 days to pay.

Dogs By-Law Violation - 1 Charge

- A defendant appeared and entered a guilty plea. A fine of \$50.00 was imposed with 30 days to pay.

Reviewed By Other Departments

N/A

Options/Alternatives

N/A

Financial Implications

There are no financial implications associated with this item.

Conclusion

The By-law Department is expecting to provide the 2nd Quarter Report at the Committee of the Whole meeting of August 26, 2026

Tina Arbuckle, Director of Legislative Services/Clerk	Approved - 12 Jun 2026
Haley Leblond, Director of Corporate Services/Deputy CAO	Approved - 12 Jun 2026
Robert Lamb, Chief Administrative Officer	Approved - 12 Jun 2026