
MEETING: Special Council - 08 Jul 2024

TO: Randy Patrick, City Manager

FROM: Stacey Hadley, City Clerk

SUBJECT: Request to Proceed to Public Consultation: Residential Rental Property
Registration Bylaw

Background Information

Under the mandate of Council's Strategic Plan and subsequent to discussions related to community safety, community standards, and housing challenges, and, as a result of complaints from the public and general community comments in relation to substandard rental properties, Administration was directed to develop an approach to establish an inventory of residential rental properties in the City.

The proposed Bylaw supports the purposes of a municipality under Section 4(2) of *The Cities Act*, whereby, the purpose of a municipality is as follows:

- to provide good government;
- to provide services, facilities and other things that, in the opinion of council, are necessary and desirable for all or part of the city;
- to develop and maintain a safe and viable community;
- to foster economic, social and environmental well-being; and,
- to provide wise stewardship of public assets.

The intent of this proposed bylaw is to provide clarity in relation to the city's housing and rental landscape, while ensuring the City is able to plan for and provide services where they are required, ensure a safe and viable community, and foster economic and social well-being. For the purposes of this discussion and the proposed bylaw, this document excludes apartment buildings and multi-unit dwellings with more than 4 units, as these structures are already covered by separate legislation which regulates the guidelines with respect to health and safety of building occupants.

Further, the Bylaw will permit the Inspector and/or their designate to enter residential rental properties/units to conduct an inspection for health and safety. Typically, 24-hours of written notice will be provided to the occupant, unless mutually agreed upon and arranged within a shorter time period; however, in an emergency, the Bylaw permits the Inspector to enter without notice. This provision was included to ensure the health, wellbeing, and safety of the property's tenants; standards for which do not currently exist within legislation.

The RRPR Bylaw proposes a complimentary online registration of rental properties to ensure an ease in registration for landlords/property owners. The registration information would be

collected and retained by the City to obtain an inventory of available rental housing/rental units in the city, to establish contact information with landlords/property owners for communication and public consultation purposes, and to ensure adequate services, such as water, wastewater, waste management and roadways, are planned for in the City.

Strategic Goal(s)

SG2.0 - Sustainability

SG3.0 - Economic Vitality

SG4.0 - Healthy and Safe Community

SG5.0 - Organizational Excellence

SG7.0 - Excellence in Governance and Citizen Focused Services

Dicussion and Comment

Further to the above outline of the draft RRPR Bylaw, Administration is requesting authorization to proceed to public consultation, commencing immediately, to gather information from landlords, tenants, and community members, to engage in discussions, provide information and respond to questions the public may have in relation to the proposed bylaw.

Public consultation will allow the community to provide invaluable insights and ask questions which will assist Administration in facilitating more thoughtful and meaningful outcomes in program development, prior to the Bylaws consideration.

Further, it will better prepare the City in effectively implementing a program responsive to community needs and concerns in relation to available rental housing and rental housing safety.

Options

- Council could authorize public consultation to proceed in relation to the proposed Bylaw.
- Council could defer public consultations to a later date/time.
- Other per Council's direction.

Budget Issues

Administration is able to accommodate public consultations within current staffing resources.

For clarity, the registration process will not require a significant amount of staff resourcing and is within Protective Services' staffing capacity at this time. Regular inspections of properties will require additional staff resourcing, to be discussed during 2025 budget deliberations.

Public Notice and Communication

Should Council wish to proceed with public consultation, public communication would commence immediately in accordance with the attached Residential Rental Property Registration Public Consultation Plan.

Recommendation(s):

To authorize proceeding with public consultations in relation to the proposed Bylaw.

Attachments/Corresponding Documentation

[Re: Proposed Residential Rental Property Registration Bylaw](#)

[Re: Residential Rental Property Registration Consultation Plan](#)

Respectfully submitted,

Stacey Hadley, City Clerk
City Clerk

Approved By:

Candace Toma, Public & Intergovernmental
Relations Coordinator

Stacey Hadley, City Clerk

Randy Patrick, City Manager

Status:

Approved - 27 Jun 2024

Approved - 27 Jun 2024

Approved - 28 Jun 2024