

DISTRICT OF MACKENZIE

Bylaw No. 1537

A Bylaw of the District of Mackenzie
to amend Business Licence Bylaw No. 1355, 2016

WHEREAS the Council of the District of Mackenzie deems it desirable to amend the District of Mackenzie business licence bylaw:

NOW THEREFORE Council of the District of Mackenzie, in open meeting, **HEREBY ENACTS AS FOLLOWS:**

1. That "District of Mackenzie Business Licence Bylaw No. 1355, 2016" be amended as follows:

- (a) By adding the following section to Section 3:

"SHORT-TERM RENTAL means the use of a dwelling unit, a portion of a dwelling unit, or an accessory dwelling unit on a host's property to provide temporary accommodation to a guest in exchange for payment for a period of less than 90 consecutive days."

"PRINCIPAL RESIDENCE" means the usual place where an individual makes their home."

- (b) By removing section 5.2 (a) (vii) and replaced as follows:

"(vii) any other information, plans, or supporting documentation the Inspector may require to determine compliance with this Bylaw, other District bylaws, or applicable legislation."

- (c) By adding the following to Section 5 (Business License Application):

"5.6 The Chief Administrative Officer, or designate, may prescribe and amend business licence application forms and supporting documentation requirements for the administration of this Bylaw."

- (d) By adding the following to Section 15 (Suspension or Revocation of a Licence):

"(g) repeated substantiated complaints or repeated contraventions of District bylaws or licence conditions."

- (e) Section 17 (Additional Requirements for Specific Businesses) is amended by inserting a new Section 17.5 "Short-Term Rentals" as follows:

"17.5 Short-Term Rentals

17.5.1 Licence Limits

- (a) The District shall issue no more than five (5) new Short-Term Rental business licences in any calendar year.
- (b) Notwithstanding subsection (a), the total number of active Short-Term Rental business licences issued under this Bylaw shall not exceed thirty (30) licences during the first five (5) years following the adoption of this bylaw amendment.
- (c) Where the maximum number of licences permitted under this section has been reached, the District may refuse to issue additional Short-Term Rental business licences until a licence becomes available.

17.5.2 Requirements

A Licensee for a Short-Term Rental shall comply with the following requirements:

- (a) the Short-Term Rental shall comply with all applicable provisions of the District of Mackenzie Zoning Bylaw;
- (b) the Licensee shall maintain the dwelling as their Principal Residence;
- (c) the Licensee shall provide the District with the names and contact information of at least two local contacts, one of whom may be the Licensee, who:
- (i) reside within the District of Mackenzie;
 - (ii) are available 24 hours per day during guest occupancy; and
 - (iii) can respond to complaints or emergencies within fifteen (15) minutes of being contacted;
- (d) the Licensee shall notify the District immediately of any changes to the local contact information;
- (e) the Licensee shall maintain a daily guest registry containing:
- (i) the names of guests;
 - (ii) contact information for guests;
 - (iii) arrival and departure dates; and

(iv) vehicle licence plate numbers, where applicable;

(f) The guest registry shall be retained by both the Licensee and the designated local contact for a minimum of 12 months and shall be provided to the Inspector upon request;

(g) the Licensee shall operate the Short-Term Rental in a manner that minimizes disturbance to neighbouring properties and complies with all District bylaws;

(h) the Licensee shall provide proof of liability insurance upon request of the Inspector;

(i) the Licensee shall comply with all applicable fire safety requirements and provide proof of compliance if requested by the Inspector;

(j) no recreational vehicle shall be used for Short-Term Rental accommodation;

(k) the Licensee shall display the Provincial Registration Number and Business Licence Number on all advertisements and online listings for the Short-Term Rental.

(l) the Licensee shall provide any information or documentation required by the District to demonstrate ongoing compliance with this Bylaw and the District of Mackenzie Zoning Bylaw."

(f) Section Schedule A Business Licence Fees – Category Five - Hospitality, Accommodations and Entertainment is amended by inserting:

"• Short-Term Rental"

Into the list of businesses included within Category Five.

(g) By removing Schedule B – Business Licence Application Form in its entirety.

2. Notwithstanding any other provision of this Bylaw, the amendments contained herein shall come into force and take effect on January 1, 2027, and shall remain in force until December 31, 2031, unless otherwise extended or amended by Council by bylaw.

READ a first time this _____ day of _____, 2026.

READ a second time this _____ day of _____, 2026.

READ a third time this _____ day of _____, 2026.

ADOPTED this _____ day of _____, 2026.

I hereby certify the foregoing
to be a true and correct copy of
District of Mackenzie Bylaw
No. 1537 cited as "Business Licence
Amendment Bylaw No. 1537, 2026".

Mayor

Corporate Officer

Corporate Officer