RESORT VILLAGE OF PASQUA LAKE

BYLAW NO. 23-2025

A Bylaw Respecting the Licensing and Regulation of Short-Term Rentals

The Council of the Resort Village of Pasqua Lake in the Province of Saskatchewan enacts as follows:

1. **Title**
   This bylaw may be cited as the *Short-Term Rental Bylaw*.

2. **Purpose**
   The purpose of this bylaw is to regulate the operation of short-term rental accommodations within the community to ensure neighborhood harmony, safety, and compliance with local standards.

3. **Definitions**
   3.1   For the purposes of this bylaw:
   a. "**Authorized Agent**" shall mean a bylaw enforcement officer or CAO of the Resort Village of Pasqua Lake, or a person designated to act on behalf or under the direction of the CAO, such as building inspectors, fire inspectors, or public health officers.
   b. **"CAO"** shall mean the person appointed as the Administrator for the Resort Village of Pasqua Lake or designate.
   c. **"Licence"** shall mean a licence issued under this bylaw indicating authorization for a person to operate or provide a short-term rental at a specific municipal address.
   d. **"Market or Marketing"** shall mean offer for sale, promote, canvass, solicit, advertise, or facilitate short-term rentals, and includes listing, placing posting or erecting advertisements physically or online.
   e. **"Operator"** means the person responsible for managing the STR, which may be the owner or an authorized agent.
   f. **"Owner"** means the registered owner of the property where the STR is operated.
   g. **"Short-Term Rental (STR)"** means the rental of a dwelling unit, or portion thereof, for a period of less than 30 consecutive days.
   h. **"Short-term Rental Platform"** shall mean any person who, for compensation, markets or brokers the booking, reservation, rental or listing of a short-term rental on behalf of a host by means of a website or digital application.

4 **Licensing Requirement**
   4.1   No person shall operate a short-term rental without first obtaining a valid Short-Term Rental Licence from the Resort Village.

   4.2   No person shall be eligible to obtain a licence to operate a short term rental unless that person is the owner of the unit, or is a lessee or a tenant of the unit, and has obtained in writing the consent of the owner of the unit to apply for a licence in relation to that unit.

   4.3   No person shall market short-term rentals without a valid Resort Village licence in relation to the unit advertised.

   4.4   Licences are non-transferable and must be renewed annually.

5. **Application Requirements**
   5.1   To obtain or renew a licence, the applicant must provide:
      a. Address of the proposed short-term rental;
      b. Business name under which the short-term rental will operate; if applicable;
      c. Name of owner as shown on the land titles registry;
      d. Where the applicant is an individual or individuals, the full name, mailing address, email address and telephone number of the applicant or applicants;
      e. Where the applicant is corporation: a copy of proof of registration as a corporation with the Corporate Registry (Saskatchewan) or equivalent federal or provincial agency, full name of an authorized contact person including a mailing address, email address and telephone number;
      f. The name of any media outlet, company, or platform used or intended to be used to market the short-term rental;
      g. Proof of owner authorization if the applicant is not the owner;
      h. A copy of a report from the Fire Inspector verifying that the inspection was completed and the unit passed the inspection;
      i. Contact information for a local emergency;
      j. Any other documentation that the authorized agent deems necessary to verify compliance with this bylaw.

   5.2   In addition to the requirements in section 5.1, every applicant for a licence shall submit to any inspection at the request of the authorized agent, at the time of application or during the term of the licence, to verify compliance with *The Saskatchewan Fire Safety Act* and applicable Fire Codes, the *Building Bylaw*, the *Construction Codes Act* and applicable Building Codes.

6. **Prohibition on Transfer**
   6.1   A licence cannot be transferred to another unit owned by the licensee.

   6.2   If the unit to which the licence relates is sold or leased to another tenant, the licence is deemed to be expired.

7. **Licence Term**
   The term of a licence shall expire at the end of the calendar year.

8. **Annual Fee**
   An annual fee of $200.00 shall be paid by the property owner for each licenced short-term rental unit.

9. **Licence Suspension, Revocation, Refusal**
   9.1   The CAO may suspend, revoke, or refuse to issue or renew any licence if:
      a. The applicant or licensee fails to pay any fee required by this bylaw;
      b. The applicant or licensee fails to provide any information required by this bylaw;
      c. The licence was issued in error or based on false or misleading information;
      d. The applicant or licensee does not or no longer meets the application requirements or any requirements of this bylaw;
      e. The applicant or licensee or person affiliated with the licensee has refused to allow an inspection of the unit as authorized by this bylaw;

f. If the applicant, licensee or unit has violated this bylaw or any other bylaw or violation or other laws;

g. If the person present at the unit has violated a Resort Village bylaw or other law, including, but not limited to, bylaws regarding nuisance or the amenity of the neighbourhood;

h. Fees levied as a result of a previously issued Notice of Violation are unpaid;

i. Continuance, issuance or renewal of the licence is not in the public interest.

9.2   The CAO shall send notice of any decision to suspend, revoke, or refuse to issue or renew a licence pursuant to this bylaw to the applicant or licensee by mail at the address provided by the applicant or licensee.

9.3   Should the CAO suspend or revoke a licence, or if the licensee wishes to cancel or return a licence, the fee paid by the licensee shall not be returned.

10. Operating Standards

10.1   Short term rentals shall comply with all applicable building, fire, and health regulations.

10.2   The maximum occupancy shall not exceed two (2) persons per bedroom.

10.3   No excessive noise, parties, or public disturbances shall be permitted.

10.4   One (1) off street parking space shall be provided per guest room.

11. Enforcement and Penalties

11.1   No person shall:
a. fail to comply with an order made pursuant to this Bylaw;
b. obstruct or interfere with an authorized agent or any other person acting under the authority of this Bylaw;
c. fail to comply with any other provision of this Bylaw.

11.2   The CAO or an authorized agent who has reason to believe that a person has contravened any provision of this Bylaw may serve on that person a Notice of Violation, which Notice of Violation shall indicate that the Resort Village will accept voluntary payment in the sum of $500.00 to be paid to the Resort Village within 10 days of issuance.

11.3   The penalty may be paid in person, during regular office hours, at the Resort Village of Pasqua Lake office; or by mail addressed to the Resort Village of Pasqua Lake, Box 1759, Fort Qu'Appelle SK S0G 1S0

11.4   Where the Resort Village receives voluntary payment of the amount prescribed under section 11.2 within the time specified, the person receiving the Notice of Violation shall not be liable to prosecution for the alleged contravention.

11.5   Every person who contravenes any provision of this Bylaw is guilty of an offence and liable on summary conviction:
a. for the first offence, of $1,000.00;
b. for a second offence, of $2,000.00.
c. for a third or subsequent offence, of not less than $3,000.00 and not more than $10,000.00 in the case of an individual, or $25,000.00 in the case of a corporation.

12. Effective Date

This bylaw shall come into force and take effect on January 1, 2026.

_____original signed by_____

Mayor

_____original signed by_____

Chief Administrative Officer

Read a first time this 18th day of November, 2025.
Read a second time this 16th day of December, 2025.
Read a third time and passed this 16th day of December, 2025.

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Administrator