MUNICIPAL LICENSING & STANDARDS


Comes into force July 1, 2017.

Landlords have until October 1, 2017 to register with the City.

Synopsis of Main Points of City Council Decision and Bylaw

New Bylaw
1. Applies to: rental properties with 3 or more stories & 10 or more dwelling units (not applicable to co-ops, long-term care facilities or licensed retirement homes.

Registration
2. Registration - Owners must register with City every 12 months & provide ownership info.
3. Registration criteria including Info on security & electricity including Provider info.
4. No registration – no renting plus penalties for wrong information or failure to update.

Tenant Service Requests
5. Owner needs process for tenant requests (receiving & tracking) with specific criteria.
6. Owner required to demonstrate compliance with process.
7. Owner needs to respond within 24 hrs = urgent; non-urgent = 7 days. Requests are urgent if they are related to the discontinuance of the following vital services: fuel; electricity; gas; heat; hot or cold water or the breach of building security or suite security, or breach of building envelope.

Tenant Notifications
8. Notification board in central location posting following info:
   a. Planned or unplanned service disruptions
   b. Major capital projects (including nature of project; duration of project; units affected)
   c. Cleaning plan
   d. Emergency contact info
   e. Info on nearest cool location (internal or external)
   f. Orders pursuant to Chapter 629, 485 & notices of non-compliance pursuant to Chapter 844, Waste
   g. Property standards appeals re: common areas
   h. Date of MLS audits
   i. Anything else required by ED, MLS

Pest Management
9. Must inspect in and outside at least once every 30 days; any area within 72 hours if pests reported.
10. Must prevent spread of pests; get rid of pests from area where reported.
11. Must retain pest guy licensed by Min of Environment.
12. Can’t allow spread or prevent getting rid of pests.
13. Can’t hide existence of prevent extermination of pests
14. Can’t rent to new tenant if pests present

Waste Management Plan and Requirements
15. Must have waste management plan including:
   a. How owner will comply with Chapter 629
   b. How owner will comply with mandatory diversion requirements
16. Must demonstrate compliance with waste management plan created
17. Waste diversion info to be posted:
   a. Literature (items accepted, location) in at least common area
   b. ID with stickers or posters with correct place to put different stuff

Cleaning Plan and Requirements
18. Must inspect common areas at least once a day for cleanliness.
19. Must have a cleaning plan
   a. List of areas open to tenants, visitors & frequency with which these areas will be cleaned (see sample list of places)
   b. Process, including timeline (in hours) to clean unexpected or emergency situations affecting all or part of common areas
20. Must demonstrate compliance with cleaning plan created.

Licensed Contractors For Maintenance
21. Must use licensed or certified contractors for plumbing, heating, etc.

State Of Good Repair Capital Plan
22. Has to have current state of good repair capital plan consisting of list of capital elements of building, date scheduled to be replaced/updated – windows, balcony guards, handrails, etc.
23. Must provide to tenants upon request.

Record Keeping
24. Must create & keep records to demonstrate with this Chapter for a period of no less than 24 months on such things as:
   a. Tenant service requests (see part V)
   b. Cleaning activities
   c. Waste management activities
   d. Pest inspections
   e. Pest treatment activities
   f. Log of service & maintenance on systems
25. Pest inspection & treatment records pertaining to common areas to be available to tenants & prospective tenants (Per xxiv(4) & (5)
26. Must post info on notice board about pest treatment activities - doesn’t include location of treatment?

Renting A Unit To A New Tenant
27. Can’t rent to new tenant if order present under Chapter 629 (vital services).

Enforcement Authorities
28. By-law should enable City to enforce & take action.

Audits and Regular Site Visits
29. MLS to have authority to conduct site visits & pre-audits for compliance.
30. MLS to have authority to audit & re-inspect to confirm compliance.

Registration, Audit and Enforcement Activity Fees
31. Chapter 441 amended to include user fees for audits, re-inspections & registration – see chart of fees.
32. Fees waived for TCHC properties; non-profits (assisted/social housing) administered by the City; dedicated supportive housing provider funded by Province.

Fines
33. Contravention of any provision of this bylaw = fine up to $100,000.
34. City Council to establish system of fines for breaches.
35. City Council to establish that directors/officers of corporation can be found guilty of an offence.

Implementation
37. City solicitor can make stylistic & technical changes in drafting bylaw.
38. ED, MLS to report back July 1, 2018 on implementation & outcomes of bylaw.
39. ED MLS to review & report to Tenant Issues & Licensing Standards Committees in 3rd quarter of 2018 on the Certified Rental Building program vis-à-vis new by-law.
40. ED MLS to allocate $60K for tenant engagement – direct door-to-door re: tenants’ rights & responsibilities & advice on how to participate.
41. ED MLS to consider issuing RFP to implement door-to-door engagement program (per #40).
42. ED MLS (if does issue RFP) to consider a list of qualifications.
43. ED MLS to report back on feasibility of making owners post on notification board: certificate of pest control services; standardized treatment schedule (both demand & preventative services); customer service expectations for pest control service.
44. Deputy City Manager to report back to Tenant Issues Committee on status of sub-metering in rental buildings in Toronto.