

Interoffice Memorandum

October 17, 2022
File No. 310201

To: Mayor and Council
From: Chris Millar, Senior Neighbourhood Planner, Urban Designer and Acting
Community Planner
Subject: **PDS-72-2022 – SUPPLEMENTARY INFORMATION RE: SHORT-TERM
RENTAL LAND USE STUDY COMMUNITY FOCUS GROUP COMPOSITION**

Council deferred Administrative Report No. PDS-72-2022 at the Monday, October 3, 2022 Council-in-Committee Meeting wherein staff had advanced an information report advising of the Short-Term Rental (STR) Land Use Study Community Focus Group composition. The deferral was to have staff re-assess the Committee's composition on concerns which are generally described as imbalance, relationships and residency of the volunteers.

Furthermore, staff have taken this opportunity to reiterate and accentuate the role of the Consultant with the Community Focus Group being one of experienced, facilitated dialogue. The consultant (WSP Canada Ltd.) will be in a position to apply appropriate weighting or filtering in instances where inordinate bias exists or may be apparent during discussions.

Staff have met internally to discuss the expressed concerns of Council and would respond with the following position.

Stakeholder Groups

The study process was designed to collect a diverse range of opinions. Accordingly, the consultant will initiate the process by meeting with Council members first to determine their collective vision and objectives for STRs, regulatory framework, perceived concerns and benefits. Based on the Council workshops, the consultant will formulate the discussion objectives and select any relevant participants in the identified group to include in subsequent focus group meetings.

The opinions expressed will be collected and synthesized to help inform the consultants research. The Community Focus Group will not be making recommendations to Council. The CFG is one of many identified stakeholder groups, plus public, that will be offering input, ideas and perspectives. There is no single stakeholder group that will be directing policy and zoning and any recommendations will come from the Consultant following the extensive consultation.

Range of consultation will include the Community Focus Group, Business Associations/Chamber of Commerce, municipal staff, STR platform providers and general public. The consultant will collect, assess, and analyse the diverse points of view to provide a made in Fort Erie approach to regulate and manage the STR industry.

In staff's opinion, consultation on this topic should remain an inclusive venture to demonstrate all vested interests have had an opportunity to share perspective and opinion. Staff is confident that providing discretion to the consultant regarding the selection of the Focus Group participants will be managed and weighting applied if and when needed during the process.

In consideration of the foregoing, Staff recommends proceeding as outlined in this memo and Report PDS-72-2022.

All of which is respectfully submitted,

ORIGINAL SIGNED

Chris Millar, MCIP, RPP, CNU-A
Senior Neighbourhood Planner and
Urban Designer